

Meeting of the SLA Engineering Division Executive & Advisory Board June 28, 2012

Present:

Pam Enrici, Barbara Williams, Mary Whittaker, Daureen Nesdill, Kathryn Breining, Sara Davis, Lynn Berard, Susan Morley, Penny Sympson, Mary Strife, Adrianne Washburn, Sara Tompson, Diane Brenes, Patricia Aspinwall.

Absent:

Bonnie Osif, Beth Thomsett-Scott, Abby Thorne, Dale Copps, Betty Edwards,

1. Welcome and Official Start 11:05am EDT

2. Self-introductions

3. Additions to the agenda

None

4. Approval of Previous Minutes

Approval of previous minutes will be accomplished via email of the Executive Board.

5. Treasurer's Report -Mary Whittaker

There has been no additional correspondence from SLA Headquarters about the Division's budget.

The Division's (in blue) bank account totals as of May 31, 2012 bank statement:

The figures in red come from the May 2011 bank statement to help show a comparison from year-to-year.

Engineering Division	2012	2011
Savings and Checking accounts total	\$46,820.32	55,569.43
Aerospace Section		
Savings and Checking accounts total	\$ 9,891.98	8,228.43
GRAND TOTAL		
in SLA ENG and SLA AERO accounts	\$56,712.30	63,797.86

Change in Treasury: the Division has \$7,085.56 less than it did at this (same) time last year.

6. Vendor Relations Chair Report and Welcome -Sara Davis

Patricia Aspinwall was introduced as the person who will replace Sara Davis as Vendor Relations Chair. Patricia works for H.H Argus & Associates in Toronto. She and Sara will work together for a few months to ensure a smooth transition.

[Momentum Press](#) is not a vendor at SLA, but will be attending the conference. They are science and engineering publishers. The rep will be invited to attend the Business Meeting and Lunch on Monday.

7. Awards Chair Report –Diane Brenes

Momentum Press would like to sponsor an award for the Division involving paying for travel to the conference. Amount would be \$1000-\$1500. As an example, the Minnesota chapter has a travel award. Criteria are financial burden and the applicants write a summary of how attending the conference would be beneficial to them. In return for receiving the prize the winner serves on the awards committee and write an article about the experience.

At present the Division has the IHS (\$1500), IEEE (\$1000) and Inspec Student award. Diane is concerned about this new award diluting the response to the other awards. She will talk to the rep to find out if there is a commitment for more than one year.

The Division also sponsors the Bonnie H. Award for travel to the conference from outside North America with the SciTech Division. Diane will attend SciTech Lunch where the award will be presented. The awardee does not attend Engineering Divisions Business Meeting and Lunch, but an announcement is made about the award.

Sara has the tickets to the Business Meeting and Lunch for awardees (1 ticket each) and vendor partners.

8. Any other reports from various chairs

Standards Update –Susan Morley reported that the session is organized. She will be handing out “speaker ribbons” along with information to the presenters on Sunday in Exhibit Hall.

Sara will be the timekeeper during the session.

Conference room numbers are now on the Division’s website.

9. Suggestions for next year's chair elect and secretary

Penny Sympson is the 2013 Chair of the Division. Candidates for the 2014 Chair and Secretary are needed.

10. 2012 Conference Planner Report and Discussion for Engineering Division –Pam Enrici

a. Thanks to all

b. Discussion of raffle- We will stay with the original plan, i.e. assorted prizes and attendees purchase raffle tickets (\$1.00ea or 6 for \$5.00) and drop them in paper bags (Sara will bring) indicating which prize they want to be considered for.

Penny offered to bring gift cards as prizes from her company – 2 \$100.00 cards.

Pam offered to bring a \$50.00 doggie gift basket from Playtime Dogs – a dog rescue service.

Penny offered to have her company pay for the gift basket in addition to the two gift cards.

Mary Whittaker will bring change.

It was discussed that PR was needed about the raffle. Both Susan Morley and Sara Davis will have cameras. Pam will send an email to the Division describing the raffle and offer those not coming to the conference a chance to participate.

c. Board Meeting (Exec and Advisory) will be on Saturday July 14th from 5-6:00pm in the McCormick Boardroom at the Chicago Hilton.
Tea at the Russian Tea Room will precede the Board meeting for anyone interested. Susan Morley will coordinate. Pam will coordinate dinner after the meeting for those without other plans.

d. Who does what and when?

Give out thank you's to vendor partners - Sunday morning at 11:00am meet at entrance to Exhibit Hall - Sara, Pam, Penny, Barbara, anyone else who wants to come.

Each session needs to have a sign put out front - we will set up who will do which session at the Saturday Board meeting.

Business Meeting and Lunch

Sara will be at the table selling raffle tickets (anyone else?)

Kathryn Breininger will be bringing the tickets

Who will draw?

Pam Enrici and Barbara Williams will send out via email their respective minutes from last year to the Division and Section. There will be a few print copies for the tables at the Business Meeting.

11. 2012 Conference Planner Report For Aerospace Section – Barbara Williams
Barbara reported that her sessions were coming along. She indicated that she needed to advertise.

12. 2013 Planning Report –Mary Strife
Nothing to report

13. Next Meeting

It was determined that for the August meeting we will be using GoToMeeting for the first time. The next meeting is July 14, 2012 5:00-6:00pm CDT in the McCormick Boardroom at the Chicago Hilton.

14. Adjournment at 12:08am EDT.

Respectfully submitted
Daureen Neddill, Secretary
SLA Engineering Division