

## **SLA Engineering Division Executive & Advisory Board Meeting**

May 23, 2013: 10:01am-10:52am Central Time

### **1- Open Meeting and Roll Call** (Penny Sympson and Giovanna Badia)

*Present:* Penny Sympson, Edna Paulson, Giovanna Badia, Mary Silva Whittaker, Barbara Williams, Diane F. Brenes, Patricia Aspinwall, Amber Collins, Betty Edwards, Beth Thomsett-Scott, Susan Morley, Dale Copps, Mary Strife

*Absent:* Andy Shimp, Pamela Enrici, Bonnie Osif, Abby Bedford, G. Lynn Berard, Karen A. Vagts, Sara Tompson

*Guests also present:* Adrienne Washburn, Maureen Kimball, Sally Press, Anna McGowan, Asleigh Faith, Kate Vilches, Charlotte Barrow, Karen Krasznalgyi

**2- Changes to Agenda** (Penny Sympson) – Amber and Penny will be discussing non-SLA members' subscription to the Engineering Division listserv in the Chair & Committee Reports since Amber needs to leave the meeting early. Beth will be discussing the creation of a Twitter account for the division.

**3- Approval of April 2013 Meeting Minutes** (Penny Sympson) – Approved.

### **4- Chair & Committee Reports**

A) **Listserv Owner** (Amber Collins, Penny Sympson) – HQ has asked us to remove non-SLA members from the Engineering Division listserv. A discussion ensued. We would need assistance to check the non-SLA members on our listserv, since there is no automated method of doing this. Betty has a summer student that could go through the listserv membership list and identify the non-SLA members. This would be an initial check of the membership list. Amber could provide the summer student with a spreadsheet of names to check. At this time, HQ does not have a method of helping us with this task. Penny will check whether she can include this topic on the agenda of the Joint Cabinet meeting at the conference.

B) **Chair** (Penny Sympson) – No report.

C) **Chair-Elect** (Andy Shimp) – Absent; no report.

D) **Past-Chair** (Susan Morley reporting on behalf of Pamela Enrici) – The Nominating Committee reports that the following have agreed to stand for 2 positions: Sarah Davis for Chair-Elect of the Engineering Division and Diane Brenes as Treasurer in 2014. Pam will also be sending a notice to the listserv for all vacant positions.

E) **Aero Chair** (Mary Strife) – 14 people registered for the aerospace section breakfast and Mary Strife needs to let HQ cap it, whether today or tomorrow. If you plan on attending the aerospace section breakfast, please do register for it.

F) **Aero Chair Elect** (Edna Paulson) – No report.

G) **Aero Past-Chair** (Barbara Williams, Adrienne Washburn) – Mary Strife is trying to wrap up the George Mandel award. Please send nominations to Mary Strife. Penny will

also send out an announcement for the George Mandel award on the Engineering listserv.

H) **Treasurer's Report** (Mary Silva Whittaker) – See report at the end of the minutes. Mary Whittaker is also working with some of our sponsors and HQ to enable sponsors to pay via credit card.

I) **Secretary** (Giovanna Badia) – No report.

J) **Vendor Relations** (Patricia Aspinwall) – No report.

K) **2013 Meeting Planner** (Betty Edwards) – Betty is currently working on last minute details for the conference, such as contacting speakers to send her their slides so Betty can load them on her laptop before the sessions. The US PTO is not sure if they will be sending a speaker for the patent session; if the answer is no, Betty will have to find another speaker to fill the third spot in the patent session. 57 Engineering Division members have registered for the conference.

L) **2014 Meeting Planner** (Beth Thomsett-Scott) – Beth will be sending out an email shortly, asking for feedback on programming for SLA 2014.

M) **Membership** (Lynn Berard) – Absent; no report.

N) **Strategic Planning** (Penny Sympton on behalf of Karen Vagts) – See report at the end of the minutes. Penny said that we now have 77 survey responses (up from 36) as of this morning. Penny's mail merge to all Engineering Division members to remind them to complete the strategic planning survey was successful. Penny encouraged everyone to complete the survey if they have not already done so.

O) **Standards** (Susan Morley) – See report at the end of the minutes.

P) **Awards** (Diane Brenes) – Jenny Wong-Welch is the recipient the of the SPIE Digital Library Student Travel Stipend Award. Laura Palumbo is the recipient the of the 2013 Momentum Press SLA Annual Conference Grant. Susan Morley is the recipient of the SLA Engineering Librarian of the Year Award

Q) **Board Liaison** (Sara Tompson) – Absent; no report.

R) **Archives/Mentoring** (Penny Sympton on behalf of Bonnie Osif) – The archives are in process and Bonnie thinks that she will be able to pass on an organized set of paper and electronic records when she retires next June.

S) **Website** (Dale Copps) – No report.

5- **Old Business** (Penny Sympton)

A) **Conference Buddy Program** – Bonnie has matched three pairs so far for the conference buddy program and one pair for mentoring.

B) **DENG Facebook and/or LinkedIn pages** – Discussion tabled until our next meeting.

C) **Non-SLA members on Engineering Division Discussion List** – See Chair & Committee Reports above.

D) **Reporters Sign-up Progress for Conference programs** – Two people have signed up to be reporters for our sessions, one of whom is not an Engineering Division member. Some board members and advisory committee members have also volunteered to be reporters. Board members are not eligible for the draw.

E) **Changes to Recommended Practices** (Pamela Enrici) – Absent; no report.

F) **Gift Cards at the Luncheon** – Gift cards for the draw will be \$50 since Penny had already advertised that the gift cards would be \$50 before the decision at our last meeting to make them \$25. The winner of the draw will receive two \$25 Amazon gift cards. If the winner of the draw cannot accept \$50, he/she will be given one \$25 Amazon gift card and the other \$25 gift card will be re-entered in the draw. If the winner is from outside the U.S., the Amazon gift card will be substituted for a gift card that works in his/her country. Only individuals who have purchased tickets for the Luncheon will be eligible for the draw. Sponsors and award winners are not eligible for the draw since the Luncheon tickets were purchased on their behalf by the division.

#### 6- **New Business**

A) **Registering All Members on the SLA Website** (Dale Copps) – Dale thinks that all current division members should be automatically registered for the SLA Engineering Division website for purposes of viewing private documents on the website.

B) **Twitter** (Beth Thomsett-Scott) – Beth created a basic Twitter account for the division. It can be found at “@slaengineering”. She welcomes everyone’s comments. Advertising will soon be created for the Twitter account. Penny encouraged board and advisory committee members with Twitter accounts to share their handles with @slaengineering and re-tweet news of the division Twitter account once it is publicly launched.

C) **Examples of your Succession Documents** (Penny Sympton) – Andy has submitted a succession document to Penny for the position of Chair-Elect. It is easier to create your succession document if you add items to it as events happen, or tasks are completed, during the year.

#### 7- **Next Meeting** (Penny Sympton)

The next meeting will be held face-to-face on June 8th, 2013 at 4 p.m. Pacific Daylight Time (PDT) in room 18 of the SLA San Diego Conference Convention Center.

#### 8- **Adjournment** (Penny Sympton)

The meeting was adjourned at 10:52am Central Time.

Respectfully submitted,

**Giovanna Badia**, Secretary  
SLA Engineering Division

***Treasurer's Report*****SLA Engineering Division and Aerospace Section Treasurer's Report**  
May 23, 2013 Meeting*From Chase Bank statements as of April 30, 2013*

Treasurer's report:

Engineering Division	TOTAL
Savings and Checking accounts total	<b>\$38,169.00</b>
 Aerospace Section	
Savings and Checking accounts total	<b>\$ 9,773.59</b>
 GRAND TOTAL	
in SLA ENG and SLA AERO accounts	<b>\$47,942.59</b>

Respectfully submitted,

**Mary Silva Whittaker**  
SLA Engineering Division Treasurer***Strategic Planning Committee Report***

The SP Committee issued the online survey on May 4 to all members. As of a few days ago, 36 responses had been collected (hopefully all DENG members were among those who responded!). Penny will issue a nudge to members to complete it before the survey closes at the end of the month.

The Committee's next actions are to post a notice on Division Blog to explain what the SP committee is about, its members, purpose, and plans. This will be posted before the conference so as to introduce attendees to the committee's work prior to the DENG business meeting in San Diego.

At the conference, the Committee hopes to present on the SP process and provide preliminary results of the survey.

Respectfully submitted,

**Karen A. Vagts**  
Strategic Planning Committee Chair

### ***Standards Report***

20 presenters have been invited, 12 are confirmed. I think we've sufficient presenters to fill the session.

#### **Confirmed**

1. ANSI, Leanne Lowry
2. ASCE, Gina Lindquist. **Megabyte**
3. ASME, Michael Rovins.
4. ASTM (ASTM International), John Pace **Megabyte**
5. BSI Global, Alban Smith.
6. CSA Group, Patti Ensor.
7. Document Center Inc. Claudia Bach FSES, President **\*\* Returning after many years absence \*\***
8. IEEE, Michael Spada (TBC)
9. IHS, Steve Noth **Gigabyte**
10. Madcad, Erdem Dedevas **\*\* Returning 2011 Conference\*\***
11. Standards Technology Group, Inc. (SEMI partner), David Walsh, President. **\*\* NEW 2013 \*\***
12. Thomson Reuters / Techstreet, Todd Fegan **Gigabyte**

#### **Maybe**

1. SAI Global (ILI) – Stuart Bower marriage conflicts, will attempt to schedule another SAI Global rep.

#### **NO**

1. AASHTO, Bob Cooper (confirmed by A.J. Million)
2. ASHRAE
3. Catalysts Ltd **\*\* Written presentation in 2012**

4. Eastview (confirmed by Susan Morley, April/May 2013)
5. IFAN ( International Federation of Standards Users )
6. SAE International (confirmed by Jeremy Cusker).
7. SES - The Society for Standards Professionals. Creators of the "Standards Aware™ E-learning Courses"

Respectfully submitted,

**Susan Morley**  
Standards Chair