

**SLA Engineering Division Executive & Advisory Board Meeting**  
September 19, 2013: 12:02-1:02pm Central Time

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

*Present:* Present: Penny Sympson, Andy Shimp, Pamela Enrici, Mary Strife, Edna Paulson, Giovanna Badia, Diane F. Brenes, Patricia Aspinwall, G. Lynn Berard, Betty Edwards, Dale Copps

*Absent:* Mary Silva Whittaker, Barbara Williams, Bonnie Osif, Abby Bedford, Amber Collins, Beth Thomsett-Scott, Susan Morley, Karen Vagts, Sara Tompson

**2- Changes to Agenda** (Penny Sympson) – Addition of new business item, i.e., any request for action by the SLA Board of Directors for October meeting needs to be submitted soon.

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

**4- Chair & Committee Reports**

A) **Chair** (Penny Sympson) – A reminder to keep track of your activities and prepare your succession document by November/mid-December.

B) **Chair-Elect** (Andy Shimp) – Submitted conference programming for 2014 and expects to hear back in early October.

C) **Past-Chair** (Pamela Enrici) – Pam will contact us about the election in October. She is working on the Recommended Practices.

D) **Aero Chair** (Mary Strife) – No report.

E) **Aero Chair Elect** (Edna Paulson) – Edna will obtain information about the Mandel award to start the process for 2014.

F) **Treasurer's Report** (Mary Silva Whittaker) – Absent. See report at the end of the minutes.

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

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

I) **2013 Meeting Planner** (Betty Edwards) – Twenty people completed the feedback survey for the Engineering-sponsored sessions during the 2013 conference. The attendance for the sessions are as follows:

- Lightning Talks – 98 attendees
- Standards Update – 90 attendees

- Project Management – the room was nearly full, perhaps about 85 attendees
- Patent Session – 76 attendees
- Systems Thinking – room was packed
- Poster Session – room was packed

J) **2014 Meeting Planner** (Beth Thomsett-Scott) – Absent; no report.

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

L) **Strategic Planning** (Karen Vagts) – Absent; no report.

M) **Standards** (Susan Morley) – Absent; no report.

N) **Awards** (Diane Brenes) – No report.

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

P) **Archives/Mentoring** (Bonnie Osif) – Absent; no report.

Q) **Website** (Dale Copps) – Please send your profile to post on our website if you have not already done so.

R) **Listserv Owner** (Amber Collins) – Absent; no report.

#### 5- **Old Business** (Penny Sympson)

- **Conference sessions wrap-up** (Patricia Aspinwall) – Suggestions for 2014:
  - hand certificates out to sponsors during the Engineering lunch
  - sponsors appreciated division pins that Patricia gave to them during the luncheon so, perhaps, order and distribute division ribbons to all the sponsors (cost about \$60 for 200)
  - make signs to direct individuals to division events
  - invite high level sponsors to speak at the beginning of a session
- **Strategic Planning** (Penny Sympson) – Please send to Karen any comments you have on the draft strategic plan.
- **Facebook/LinkedIn Progress** – This item will be discussed at our next meeting.
- **Non-SLA members on Engineering Division Discussion Listserv** (Penny Sympson) – 175 individuals that are subscribed to the listserv are not SLA members. It takes too much time to check the SLA directory to verify whether individuals on the listserv are SLA members. A vote was taken and passed to leave the Engineering Division listserv subscription policy as is and actively address the issue of non-SLA members on the listserv until we can obtain accurate membership information and help from HQ.

- **Member Profiles on the SLA Engineering Division Website** (Penny Sympson) – Dale updated profiles and deleted others that were out of date. Please send your profiles to Dale if you have not already done so.
- **SLA's Public Relations Advisory Council (PRAC) Request for Funds** (Penny Sympson) – The following vote was taken and passed. The Engineering Division at this particular time does not wish to fund the video project as presented by PRAC.
- **ABCD Caucus Request to Become Engineering Section** (Penny Sympson) – A discussion occurred about the ABCD caucus request. Pam will write a document that will be examined at the next meeting.
- **Professional Development Committee** (Penny Sympson) – Susmita is a new member of the Professional Development committee. The Professional Development committee still needs a chair and more members.

6- **New Business** – Nothing to report.

7- **Next Meeting** (Penny Sympson)

The next meeting will be held on October 24th, 2013 at 12:00 p.m. Central Time (CT).

8- **Adjournment** (Penny Sympson)

The meeting was adjourned at 1:02pm CT.

Respectfully submitted,

**Giovanna Badia**, Secretary  
SLA Engineering Division

*Treasurer's Report***SLA Engineering Division and Aerospace Section Treasurer's Report**  
September 19, 2013 Meeting*From Chase Bank statements as of August 30, 2013****Treasurer's report:***

Engineering Division	TOTAL
Savings and Checking accounts total	\$29,224.72

Aerospace Section	
Savings and Checking accounts total	\$ 9,774.37

<b>GRAND TOTAL</b>	
<b>in SLA ENG and SLA AERO accounts</b>	<b>\$38,999.09</b>

Respectfully submitted,

**Mary Silva Whittaker**  
SLA Engineering Division Treasurer