

SLA Engineering Division Executive & Advisory Board Meeting

April 24, 2014: 1:01-1:57pm Eastern Time

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

Present: Andy Shimp, Giovanna Badia, Penny Sympson, Sara Davis, Jeremy Cusker, Taya Cagle, Patricia Aspinwall, Susan Morley, Mary Whittaker, Diane F. Brenes, G. Lynn Berard, Joan Cunningham

Absent: Bonnie Osif, Vanessa Eyer, Ashleigh Faith, Moy McIntosh, Beth Thomsett-Scott, Edna Paulson, Dale Copps, Mary Strife, Amber Collins, Karen Vagts

Guests: Maureen Kimball, Anna McGowan

2- **Changes to Agenda** (Andy Shimp) – None.

3- **Approval of Previous Meeting Minutes** (Andy Shimp) – Minutes approved as submitted.

4- **Chair & Committee Reports**

A) **Chair** (Andy Shimp) – Two positions are open on the board: Fundraising Chair for 2015 and Professional Development Chair. Professional Development committee members are also needed. Andy thanked Patricia for serving as Fundraising Chair. Board members will have until Wednesday, April 30th to apply and then a call will be posted on the Engineering Division listserv.

B) **Chair-Elect** (Sara Davis) – Sara had a meeting with her team for the 2015 conference. The 2015 conference budget has been drawn up but Sara is waiting for some answers from SLA headquarters before sharing the budget with the executive and advisory board. Sara would like a new 2015 Fundraising Chair selected by the 2014 conference in Vancouver so that he/she can shadow Patricia and learn the position's responsibilities.

C) **Past-Chair** (Penny Sympson) – Susan and Penny will meet in the upcoming weeks to discuss nominations for next year.

D) **Treasurer** (Diane F. Brenes) – See report at the end of the minutes.

E) **Secretary** (Giovanna Badia) – Giovanna will have last year's business meeting draft minutes posted on the division website and will send out the draft minutes on the listserv closer to the conference date.

F) **Aero Chair** (Andy Shimp on behalf of Edna Paulson) – The nominee for the Mandel Award has been selected and arrangements are being finalized.

G) **Aero Chair-Elect** (Mary Whittaker) – No report.

H) **Aero Past-Chair** (Mary Strife) – Absent; no report.

I) **Vendor Relations** (Patricia Aspinwall) – See report at the end of the minutes.

J) **2014 Meeting Planner** (Beth Thomsett-Scott) – Absent; see report at the end of the minutes.

K) **2015 Meeting Planner** (Penny Sympson) – Penny is working with the sections on planning the 2015 conference and she asked SLA headquarters about whether sections can sponsor sessions. She is awaiting a response.

L) **Membership** (Lynn Berard) – Lynn will be bringing membership pins to Vancouver.

M) **Strategic Planning** (Karen Vagts) – See report at the end of the minutes.

N) **Standards** (Susan Morley) – All set for the conference. If there is time, IP Alliance will have a few words during the Standards Update session.

O) **Awards** (Taya Cagle) – Taya announced the award winners, which are as follows:

- Jack Dale is the recipient the of the 2014 SPIE Digital Library Student Travel Stipend Award.
- The recipient of the 2014 Momentum Press SLA Annual Conference Grant is Dr. Susmita Chakraborty.
- Patricia Aspinwall is the recipient of the 2014 IEEE Continuing Education Stipend.
- The recipient of the 2014 SLA Engineering Librarian of the Year Award is Penny Sympson.

P) **Board Liaison** (Andy Shimp on behalf of Moy McIntosh) – There will be a webinar on April 30th about the sale of the SLA building.

Q) **Archives** (Bonnie Osif/Vanessa Eyer) – Absent; no report.

R) **Mentoring** (Bonnie Osif/Ashleigh Faith) – Absent; no report.

S) **Website** (Dale Copps) – Absent; no report.

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

5- Old Business

- No funding needs to be transferred from the ABCD Caucus to the Engineering Division since the Caucus dissolved and became a section.

- The description of the ABCD roundtable session on June 10th changed to say “section launch.” The Engineering Division will be the sponsor and there was a discussion about whether there should be food at the session. Andy will investigate obtaining food. Bert Saul drafted recommended practices to present at the session.
- A motion was presented and approved to appoint Joan Cunningham as ABCD Section Chair for 2014. (Bio: Joan Cunningham is Regional Librarian at Simpson Gumpertz & Heger in Waltham, MA. She has been co-convener and listserv moderator of the ABCD Caucus since 2010.)
- A motion was presented and approved to accept the strategic plan as revised by the Strategic Planning Committee.

6- New Business

- The following motion was presented and approved: The SLA Engineering Division selects One to One Literacy as the charity for the Engineering Division Business Meeting and Luncheon.
- Andy is looking for volunteers to act as conference assistants among executive and advisory board members. Conference assistants count the number of people in attendance at the session and are responsible for finding a person to fix any technical problems that arise during the session. A call for reporters was posted on the division listserv. Two volunteers were obtained from the first call. Another call for conference reporters will be sent out.

7- Next Meeting (Andy Shimp)

The next meeting will be held on May 22nd, 2014 at 1:00 p.m. Eastern Time (ET).

8- Adjournment (Andy Shimp)

The meeting was adjourned at 1:57 pm ET.

Respectfully submitted,

Giovanna Badia, Secretary
SLA Engineering Division

*Treasurer's Report*April 24, 2014 Meeting - **From Chase Bank online statements as of April 24, 2014****Bank Accounts****Engineering Division**

SLA Eng Div Checking XX8660 \$5,150.06

SLA Eng Div Savings XX5502 \$38,623.61

Total \$43,773.67**Aerospace Section**

SLA AeroSec Checking XX8678 \$2,725.85

SLA AeroSec Savings XX5494 \$8,000.33

Total \$10,726.18**OVERALL TOTAL \$54,499.85**-----
Outstanding sponsorship payments as of April 24, 2014

Date Invoiced	Amount
3/11/14	\$500.00
3/11/14	\$750.00
3/12/14	\$1,500.00
4/21/14	\$1,500.00* award sponsorship

TOTAL	\$4,250.00

Respectfully submitted,

Diane F. Brenes, Treasurer
SLA Engineering Division

Sponsorship Report

Below is an updated list of our sponsors for the conference. Proquest is giving us \$500 to sponsor one of our sessions, but declined to be a sponsor for the Science Poster session. IHS will continue what they have done in the past. I also picked up the ribbons yesterday. They look great.

Vendor	Amount	Program sponsored	Donation level
Access Copyright	\$750	Standards Update	Megabyte
ACM	\$2,500	Science & Engineering 101, Crossing Boundaries, Luncheon	Terabyte
AIAA	\$1,500	Aero breakfast & Crossing Boundaries	Gigabyte
ASCE	\$750	Standards Update	Megabyte
ASME	\$2,500	Luncheon	Terabyte
ASTM	\$750	Standards Update	Megabyte
Basch	\$200	Luncheon	Kilobyte
Dialog/Proquest	\$500		Kilobyte
Elsevier	\$500	Luncheon	Kilobyte
ICE Publishing	\$750	Luncheon	Megabyte
IEEE	\$2,500	Standards Update, Science & Engineering 101, Crossing Boundaries	Terabyte
IET/Inspec			
HIS			
IOP Publishing	in kind	Luncheon raffle prizes	Kilobyte
Knovel			
McGraw-Hill Professional	\$2,500	Engineering Café (sole)	Terabyte
Morgan & Claypool	\$500	Luncheon	Kilobyte
SAE	\$2,500	Engaging Users with Technology (sole)	Terabyte
SAGE Publications	\$1,500	Aero breakfast & Crossing Boundaries	Gigabyte
Taylor & Francis / CRC Press	\$750	Crossing Boudaries	Megabyte
Techstreet	\$1,500	Luncheon & Standards Update	Gigabyte
Total	\$22,450		

Respectfully submitted,

Patricia Aspinwall, Fundraising Chair
SLA Engineering Division

2014 Meeting Planner Report

Things are moving smoothly. I'm in the process of developing topics for the Engineering Café – just finished a survey to the membership – and will be working to assign table facilitators.

Reminder to purchase ticketed events if you haven't already.

Twitter – I'd like to send out the announcement for Twitter to our membership today.

Trying to connect with the person who set up the LinkedIn account and not having much luck.

Please send questions on this via e-mail.

Respectfully submitted,

Beth Thomsett-Scott, 2014 Meeting Planner
SLA Engineering Division

Strategic Planning Report

The SP Committee released a member survey to review the proposed Strategic Plan (which included a proposed scope and vision) in early March. The survey closed on March 31.

44 respondents started the survey and of these, 37 completed the survey. For all sections where members were asked whether they approved of the text as drafted, the positive response was 88% or higher, so we can assume that the majority of respondents support the text. Given this strong majority, we could have chosen to submit the drafts as is but several members provided some thoughtful comments that we felt were worth considering, especially with regards to clarity. Accordingly, we reviewed and discussed these and incorporated the suggestions that made sense.

Please review our updated draft document, and comment and provide us with future direction as to whether this requires further revision. We very much would like to present this (or a slightly modified version) at the June meeting as the final plan, scope, and vision statement for the Division.

Note: It is possible that none of the members of the Strategic Planning Committee will attend the Conference in Vancouver. We may need one of you to speak on our behalf unless Skyping or posting a video is feasible.

Respectfully submitted,

Karen Vagts, Strategic Planning Chair
SLA Engineering Division