

**SLA Engineering Division Board Meeting
May 7, 2018: 12:00pm-12:57pm Eastern**

Open Meeting, Call to Order and Roll Call

Present: Jeremy Cusker, Diane F. Brenes, Brian McCann, Barbara Williams, Becky, Teresa Powell, Zachary Painter, Vanessa Eyer, Sara Tompson, Gwen Wang, Taya Cagle, Li Zhang

Absent: Shazia Arif

Approval of Previous Board Meeting Minutes

Approved and seconded without opposition.

Approval of the Agenda

Old Business - No report

New Business – Goal is to have a spreadsheet of leadership positions and listing of who will be in what leadership position. Jeremy suggested it be a Google Doc so people can make their own changes to said position. Vanessa might add information or send it along with Past Chairs as well.

Teresa asked also if this information could be added to SLA Connect. Would be nice to have a repository for such documents. Jeremy will investigate such a possibility.

Jeremy is stepping down as Secretary, Lynn is stepping down as membership chair and Vanessa is stepping down as archivist. In particular, have some concerns about document transition. Jeremy will again ensure that there exists such a space for these documents. Need recommendations for these positions, with Secretary elected but an interim appoint-able.

Li Zhang has offered to step in as archivist. Teresa suggested checking the membership list for names.

Vanessa said the archives are located on the campus of Penn State, near her office. Sara asked if they should be moved to wherever the archivist. Vanessa agreed that made sense, that they should be moved to wherever the archivist is, that there are certain rules about this. Brian agreed; they have usually gone from archivist to archivist but can also be sent to headquarters as other archives are.

Jeremy let people know that there would be 'maximal handholding' for any new Secretary candidates.

Brian let everyone know additional notices would be sent out by end of the week.

Tom Nielsen says there is continued wish by the petroleum resources group to join with us, as they have long expressed interest in doing so. He also reported that hq is also working on a new governing document. Will be discussed in Baltimore at meeting and will provide new, expedited framework for units to discuss and approve bylaws. Will incorporate SLA Connect and such.

Conference discussion: Shazia unable to attend due to travel. Things very well set up for us; has done a great deal of hard work. One last thing she needs from us: Moderator for "Publishing in Engineering". Wednesday, 13th; Teresa Powell volunteered to do so.

Other official conference business: No-host dinner Sunday night; place chosen. Pay-as-you-go. Open slots. Following morning: Business meetings at 7 AM, including DENG. Short one-hour meeting. Teresa asked if this was the awards breakfast? Brian answered no, it was the board meeting. However, Sarah pointed out that awards meeting is listed as being in same time slot. Normally it would be possible to have the awards after business is completed. Brian agreed this would be.

Brian said there was also 'main street kiosk' to be staffed in the exhibit hall. Was a convenient meeting place last year. Staff and providing promotional materials and small giveaways. Worth pursuing this in order to staff it or just leave some materials there? Teresa said it would be important to have people there for at least a short time in order to encourage new members to join the division. Gwen Wang encouraged Brian to send around a sign-up sheet or even just have people voluntarily show up. Brian said he would send around a Doodle Poll.

Brian then asked for what things should be given away at this table. Said has been looking for prices of 'swag' but does not seem to have budget for this; looked at budget of 4Imprint that will send free samples. Used by other divisions. Possibly candy? Or else a USB adapter or notebook with pen? Gwen wanted something with our website address on it. Generally agreed upon a small notebook.

Chair, Executive Board & Committee Reports

Chair (Brian McCann, acting):

Secretary (Jeremy Cusker): Will not be at conference, will happily help others who want to take on the position.

Aerospace Section Chair (Teresa Powell): Doing what is needed for the George Mandel memorial award. Sponsored by his son; confirmed that he will make contribution for the award; AIAA is the other sponsor. Will cover the other part of the award. \$1,000. Will be covered and not need to come out of treasury.

Needs to order the plaque for the award. Also considering asking more members to come to conference and get more involved.

Tried to send article to SciTech News; Barbara said Christine Malinowski has resigned. No one has yet replaced; Barbara will communicate with her. Also noticed that Science-Technology website was down. Jeremy said he'd be willing to step in temporarily as editor and also to teach whoever wishes to be the new editor. Will send to Jeremy any received articles; Beth Thompson-Scott current Sci-Tech chair.

Aerospace Section Chair-Elect (Sara Tompson):

Aerospace Section Past Chair (Barbara Williams):

ABCD Section Chair (Gwen Wang): Look for new chair-elect for following year. Will approach Michelle Howard to be this person for future. Worked for SGH; Gwen will get in touch with her.

ABCD Section Past Chair (Becca Smith):

Action Planning (Danielle Harrison and Maureen Kimball):

Archives (Vanessa Eyer): Probably her last meeting; will not be able to make it to conference in Baltimore; will remain as a member of SLA and thanked everyone for the opportunity.

Awards (Taya Cagle): We did not have an Engineering Librarian of the Year Award this year. Next year, may update the criterion to get more nominations. IHS still willing to support the award.

Barbara asked if Taya thought it was people simply failed to nominate; Taya answered she thought it might have been that it might have been people afraid their nominee had to attend the meeting in order to receive the award. In general, fewer nominations, even self-nominations, tried to make it more inviting. Brian agreed that other divisions are likewise having a hard time getting people to apply for things that are essentially free money.

Fundraising (Zachary Painter): Setup corporate account at Wells Fargo. Engineering division as a whole has amount just under \$20,000 (\$22,890, but amount check mailed to Shazia to reimburse for some fees). Did have a small kerfuffle with

receiving ticketed allotment and invoices from last conference; took us some time to get that sorted out with SLA. Initially invoiced for \$8000 but included no ticketed revenue and finally came out just \$800 behind. In short; finances down from previous years but not significantly.

Taya said there would be a \$1,500 charge based on division awards.

Aerospace is at \$8,064.76.

Brian asked if it would be okay to spend money from DENG funds on a swag item? General agreement was "yes". About \$400 or less. Proposed, seconded, approved.

Li asked and Brian confirmed that there would be additional expenses incurred by paying for board members to attend in case their companies would not pay for them to attend otherwise.

Membership (open): N/A

Mentoring (open): N/A

Program Planner-2018 (Andy Shimp): t

Program Planning (Shazia Arif):

Professional Development (Li Zhang): We will host webinar on May, 22 at 2 PM EDT. Regarding unionization, her name is Allison Blaine. Need board to approve the webinar. Moved, seconded, approved.

Sci-Tech News (none):

SLA Board Liaison (Tom Nielsen):

SLA-DENG List (Marge Rhodes):

Standards (Kati Arzeta):

Webmaster (Jeremy Cusker): Will remain as webmaster. Proud to report that Engineering website has not gone down during the outage of various other sites.

Next Meeting (Brian McCann):

Adjournment (Brian McCann): 12:58 PM EDT

**Respectfully submitted, Jeremy Cusker,
Secretary
SLA Engineering Division**