



Minutes for Kentucky Chapter of Special Libraries Association

Minutes for Kentucky Chapter of Special Libraries Association Annual Business Meeting—Friday, February 24, 2006

Attending

Constance Ard, Susan Smith, Mary Vass, Susan Brown, Jo Staggs-Neel, James Manasco, Leoma Dunn, Judy Wulff, Jill Sherman, Stacey Greenwell, Mimi O'Malley, Wenda Webster-Fischer, Alice Marksberry, Glenda Neely, Cathy Schenck, Abby Thorne, Linda Minch, Alex Grigg, E. Houck, Teresa Wiley, Valerie Perry, Joe Miller.

Recorder

Mimi O'Malley served as recorder.

1. Call to Order

President Mary Vass called the meeting to order at 1:15 p.m.

2. Previous Minutes

Minutes from the August 9, 2005 Open Board Meeting was passed. There were no corrections. The October business meeting was brief that no minutes were reported. The October business meeting featured Gloria Zamora, SLA Treasurer, who fielded questions to chapter members asking how SLA can work for its members. The national board wants to find out why people join and stay in SLA.

Motion: Constance Ard made a motion to accept August minutes; Mary Vass seconded that motion. All were in favor.

3. Reports

A. President

Mary thanked Glenda Neely for arranging today's meeting at the University Club. Mary Vass noted the chapter is moving along well. There are some things under new business which will be discussed further.

B. President-Elect

Susan Brown reported she was contacted by Ann Stringfield from Infocrofters (Greensboro, NC) who is interested in funding student attendance at our meetings with the stipulation we would have her materials at our meetings. Infocrofters is an independent reseller of **Inmagic** database software and also **BookWhere** cataloging records retrieval software, frequently used within specialized libraries and specialized collections including archives, museums, and special collections within larger libraries and organizations.

Another agenda item is planning for next fall's speaker. Please contact Susan Brown for suggestions (subrown@transy.edu).

Discussion followed that the chapter needs to agree on the transition of officers reflecting the new SLA fiscal year. There are two options to consider:

1. Current officers will stay in office until December 2006 then new officers would assume role in January 2007.

2. Current officers serve until June 2006, and then new officers serve July 2006 until December 2007. Under this proposal, officers must be nominated within the next month at the annual business meeting at spring conference.

President, secretary, treasurer and 1 director-at-large position are up for nomination. The national SLA does not mandate how chapters will handle officer terms during this 18 month transition. Most chapters have elected to have current officers stay "in office" an extra 6 months rather than a new "cabinet" take office in June 2006 for 6

Please contact Susan Brown (subrown@transy.edu) for suggestions for a speaker for next fall's meeting.

months and subsequently switch. The nominating committee will need to see what ramifications terms will affect on the procedures manual. The annual meeting time may need to be changed as well.

Motion: Constance Ard motioned that current serving officers extend terms of office through December 2006. Election would be held in fall at a time to be determined by suggestions made by the procedures committee. The procedures committee will present options

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at the spring conference business meeting. James Manasco seconded that motion; all were in favor.

C. Past-President

Susan Brown and Constance Ard were thanked for their role planning spring Kentucky Library Association conference. Registration deadline is March 14th. The Spring KLA Conference is scheduled for March 29-31. Check the KLA Website <http://www.kylibasn.org/> for more details.

D. Secretary

No report.

E. Treasurer

Written report:

Year-End Financial Statement Summary

Income \$5,752.85
 Expenses \$5,177.33
Net Income \$ 575.52*

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See pages 4 & 5 for the Treasurer's Report

Balance Sheet as of February 24, 2006*

| | |
|-----------------------------------|------------------|
| Grand Total | \$5,695.6 |
| Operating Budget (Ledger)* | \$2,700.34 |
| Savings Account Balance | \$2,995.33 |

*Includes Student sub-account of \$232.00

*See attached *SLA Kentucky Chapter Treasurer's Report (February 24, 2006)* for itemized report.

Other Items

Leoma submitted the end-of-the-year report to headquarters in January. Our allotment check will be forthcoming. Kathleen Richardson will remain the chapter auditor for another year. The sales and tax use certificate has been cancelled, so if the chapter ever decides to sell something another certificate would need to be completed. In addition, the chapter was unaware W-9 form must be completed for anyone we disburse funds to. This is an SLA rule regardless of the amount. Individuals only need to complete the W-9 once unless someone's social security

number changes.

F. Directors-at-Large

No report.

G. Archivist/Governing Documents

Alice Marksberry noted the committee will be working on the practice manual.

H. Awards Committee Chair

Laura Whayne has emailed members seeking candidates for award nominations. Please forward nominations to lwhayne@engr.uky.edu by March 10th. Outstanding Chapter Member Award: this award shall be given to a chapter member for a notable or important contribution to the Kentucky chapter. Professional Award: this award shall be given to an individual or group in recognition of a specific achievement in the field of librarianship or to the subject field in which they serve. The awards are presented at the Business Meeting of the Spring Conference or at the Spring Social Meeting. For additional information about the awards, see the following web site: <http://www.sla.org/chapter/ky/awards/index.html>. You may select Kentucky Chapter under Unit Membership to see a list of all of the SLA-KY Chapter members http://www.sla.org/ecommm_phase1/member_search/WhosWhoSearch.asp



I. Bulletin Editor

The deadline for bulletin news items is March 10th. Submission maybe forwarded to Susan Smith (susan.smith@uky.edu) or Jan Berry (jhberry@spencerian.edu).

J. Discussion List Owner

No report.

K. Membership Committee Chair

Jill Sherman reported she finally received a list of new members but the list did not include final numbers. Obtaining proper list of new members from headquarters has been a constant problem. As of today's meeting, the chapter has 3 new members. Members proposed matching the list of members from national with the SLA online directory to make sure our rosters are similar.

L. Nominating Committee Chair

No report but committee members will need to discuss

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how the transition of officers from 12 to 18 months may affect procedures and/or practice manuals. The SLA governance cycle has changed to match calendar year. The August meeting generated discussion that the change of calendar year will affect the 2006 nominated officers: officers will serve 18 months versus 12 months. Governance switch will take place in 2007.

4. Old Business

No report.

5. New Business

A. Pooled Investment fund

Constance Ard made the suggestion the chapter consider a Pooled Investment Fund (<http://www.sla.org/content/resources/leadcenter/leadtrain/tremanual/poolfindinfo/rules.cfm>). The program offers the potential for a greater rate of interest than what we current earn. Valerie Perry noted that headquarters is steering away from Pooled Investment funds. Her experience with the Pooled Investment fund on a divisional level is that there are still many issues which need to be worked out. She believes the chapter should wait a year to let these concerns work themselves out. Discussion ensued that it might not be worth the effort to put our approximate \$3,000 into this fund. Other options include: 1) looking at rates of local banks or 2) put money into a certificate of deposit. Consideration should be taken into account that chapter treasurers will change so an account should not be opened in any individual's name. Leoma Dunn will investigate six, twelve-month CDs or local bank rates.

B. Student Chapter

Mary Vass reported the student chapter is interested in members conducting workshops on topics such as solo librarianship, interviewing and resume skills. If any member is interested in presenting a workshop or has other suggestions, contact Mary Vass (maryvass@email.uky.edu).

C. Louisville as Site for future SLA Leadership Summit meetings

James Manasco was approached by Dan Trefethen, director-at-large on SLA national, who inquired about Louisville serving as host to a future Leadership Summit meeting. The chapter served as host back in the 1980s. James sent a note to Janice Lachance for more information. The 2007 Leadership Summit will be held in Reno, but 2008 is still to

be decided. There is no formal application; recommendation is all that's necessary. James reiterated that the chapter would need to host a major social event. Cities are selected not only for hotel accommodations but also wide range of airline connections. Constance recommended a committee be set up should this situation become a reality.

D. Possible collaboration with SELA

Mary Vass received a letter from SELA (Southeastern Library Association) requesting possible collaboration on a future meeting. They meet every 2 years and SELA already has contracted out with KLA and a National Diversity organization for upcoming meetings. Members are called to think of ways to collaborate. Any suggestions, contact Mary Vass (maryvass@email.uky.edu).

E. Chapter modeling

Mary Vass opened discussion for chapter modeling which is one of SLA's Task Forces for 2005-2006 <http://www.sla.org/content/community/committee/taskforces0506.cfm>. This task force investigates how to make chapters more agile and flexible and even present a number of meeting models for chapters to choose. One such model may include smaller chapters "assuming" into larger chapter meetings. There is going to be a blog opening in the future. The national taskforce will present a final report in June. Mary to report further on chapter modeling in upcoming news bulletin.

6. Announcements

Take a look at the new blogging section for the SLA's Information Technology Division

<http://sla-divisions.typepad.com/itbloggingsection/>

Catherine Lavalley-Welch started the blog and is Chair of the Blogging Section of the Information Technology Division. Stacey Greenwell is Chair-elect of the Information Technology Division. You will see plenty of Kentucky chapter representation as you peruse the blog comments.

7. Strategic Planning

Valerie Perry, James Manasco, Constance Ard, Alice Marksberry and Abby Thorne conducted a brainstorming session for chapter strategic planning. Other chapters have strategic plans but the Kentucky chapter does not. The committee sought input from members concerning what makes the chapter work well; what the chapter could improve; what does the national organization do well for its

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