

**Minutes of the New Jersey Chapter  
Special Libraries Association  
Somerset Hills Hotel  
Warren, NJ  
April 3, 2002**

Rita Reisman called the board meeting to order at 4:35 PM, at the Somerset Hills Hotel, Warren, NJ. Those in attendance were: Elizabeth Arnold, Kate Creegan, Mary K. Joyce, Sherry Markowitz, Rita Reisman and Miranda Scott.

**Minutes**

The minutes for the March 18, 2002 meeting held at the Garden Hilton were corrected as follows: The Treasurer's Report should reflect that a total of \$425.00 not \$450.00 was sent to the Princeton-Trenton Chapter for joint meetings. Also, the spelling of Kate's last name begins with a C (Creegan). Miranda made a motion to approve the minutes as corrected. Seconded by Mary K. The motion carried.

**Treasurer's Report**

Mary Kay distributed a copy of the Treasurer's Report. Total cash and bank accounts total \$33,947.65. Mary K also reported that she has still not received the check from Headquarters due to the tax season. SLA probably won't send out checks until April 15<sup>th</sup>. The Treasury is in good shape due to sponsorships.

**Chairperson's Reports**

Presidents' Report

Rita reported that she has a list of 300+ people who are interested in participating in the SLA Twinning Project. The Chapter needs to develop a process to determine how to choose a candidate. To date, Washington, DC and Hudson Valley are the only two chapters that have made a selection. Rita will contact both Chapters to find out the process they used and will report at the May meeting.

Rita also asked everyone to be sure to send information to Kate for inclusion on the web site.

Programming

Miranda reported that there were 37 people registered to attend the Alice Rankin Lecture that evening and the sponsors are Factiva, Pro Libra and Information Express. The annual Business Meeting will be held on Thursday, May 23<sup>rd</sup> at the Somerset Hills Hotel. There is no program planned for that meeting.

Nominating

Rita reported that the Slate of officers for next year is:

President Elect: Elizabeth Arnold  
Director of Communications: Jeannine Creazzo  
Secretary: Sherry Markowitz

Rita also suggested that for the coming year the following committees be combined and responsibility shared as a team effort: Membership and Diversity and Career Guidance. Also, the Nominating Chair must be a non-Board member. The Board suggested looking at the current program committee for possible candidates.

Kate Creegan has agreed to continue as webmaster.

Administration—No report  
Membership-No report  
Business Manager-No report  
Director of Communication-No report  
Employment-No report

### Old Business

#### 1. Web Site

Kate has been asked not to post the minutes to the web site until they've been approved.

#### 2. Bulletin

Liz is still looking for articles be submitted. A suggestion was made to include member how-tos, such as what do when you library is renovated, moved, etc.

### New Business

#### 1. Chapter Budget

Mary K suggested that the Chapter needs to construct a budget, especially for speaker honorariumns, donations given and fund raising. Mary k will contact the new Board after elections are held and request what are their budget needs for the coming year. From this information Mary K will prepare a budget for Board review and approval.

#### 2. SLA Annual Meeting-Proposed Raffle for Jay Leno tickets

Due to the terms and high cost, Rita will cancel the 20 group tickets for raffle winners she ordered to attend the Jay Leno show in LA this year. The show requires that all 20 people must show up at the same time or incur a \$200.00 charge. Instead, Rita will order 6-10 individual tickets.

#### 3. Gifts

Miranda is requesting \$100.00 to purchase small tokens of appreciation to the Program Committee for their hard work and dedication in handling the programs this year. Liz made a motion to approve the request for \$100.00. Seconded by Sherry. The motion carried.

Rita is also requesting \$60.00 to purchase thank you gifts for outgoing Board members. Sherry made a motion to approve this request. Seconded by Mary K. The motion carried.

#### 4. Awards

- ◆ President's Award—given to the person who helped the President the most get through the current year. Rita will decide and announce at the May meeting.
- ◆ Member of the year Award

### Adjournment

The meeting ended at 5:40 PM.

Submitted for Fay Austin by Miranda Scott