

# MINUTES

## SLA-San Diego Chapter Executive Board/Committee Member Meeting

Friday, February 2, 2007 – 8:30 a.m. – 9:40 a.m.  
Cubic Corporation, San Diego, CA

### Present:

President	<b>Linda Counts</b>	Archivist	<b>Daria DeCooman</b>
President-Elect	<b>Kathy Quinn</b>	Bulletin Co-editor	<b>Mary Wickline</b>
Secretary	<b>Amy Lisewski</b>	Calendar/Govt. Rel	<b>Barbara Busch</b>
Treasurer	<b>SuHui Ho</b>	Employment	<b>Adele Barsh</b>
Director	<b>Elizabeth Grossman</b>	Membership	<b>Beth Autin</b>
		Hospitality	<b>Vani Inampudi</b>

The meeting was called to order at 8:30 a.m.

### Announcements

- All present introduced themselves since this is the first meeting of the 2007 board.

### Officers' Reports

#### *President* (Linda Counts)

Announced goals for year

- Grow involvement of membership
  - Invite general membership to attend board meetings
  - Ask general membership to assist Kathy in program planning
  - Invite members to host or participate in meetings
  - Enlist additional nominating committee members to assist Past-President
  - Enlist more volunteers to help with fall seminar
- Create guidelines for archivist – asked Daria to research
  - Question arose about possibility of digitizing archives
- Have a by-laws committee – 3 to 4 people to work on governing documents (as they are now called)
- Find a new student liaison person

\* At this point the meeting was paused so that Mary Wickline could take photos of the Executive Board for the bulletin.

#### *President-elect* (Kathy Quinn)

- Discussed programs being planned for 2007
  - Competitive intelligence program likely the first week of March
    - Has speaker lined up
    - Does not yet have location
  - Next meeting will likely be on Firefox
- Further discussed available locations for meetings and programs
  - Kathy researching meeting rooms at new public library branches
  - Amy offered the USD library and Diversa as board meeting locations

- UCSD may be an option between quarters
- Elizabeth offered Qualcomm as a location
- Kathy is writing an article for the next bulletin about program ideas.
- The chapter's annual business meeting will be in November from now on.
- SuHui asked if we can use the List-serv to solicit meeting ideas and speakers and this was confirmed.

***Treasurer*** (SuHui Ho)

- SuHui met with past treasurer regarding transition and received treasurer materials.
- Bank account signatories need to be changed
  - SuHui believes all new and old signatories need to be present at the bank together
  - Those that must be present: Anne Turhollow, Kathy, Linda, SuHui, Kim Abbey
  - Secretary needs to bring recent minutes as proof of officers.
  - Linda asked SuHui to check on procedures because many present felt that arranging for all signers to be present at the same time would be problematic.
  - Signers must bring 2 current pieces of identification
  - Linda urged board to make an effort to complete this task in February.
  - SuHui will report back on the procedure.
- The annual financial report is due Feb. 15<sup>th</sup>. Anne has not yet completed the report.
- SuHui shared the cash flow statement for January 2007, Income & Expenses statement for 2/15/2006 to 1/31/2007, and the balance sheet for 1/31/2007. (All statements attached to minutes)

***Directors*** (Elizabeth Grossman)

- Carol Hyne is the co-director and is not present.
- Linda shared meeting ideas from a Leadership Summit document to assist Directors in program ideas.

***Secretary*** (Amy Lisewski)

- Minutes from the last chapter Board meeting (October 27, 2006) were approved by an email vote.
- Amy will spearhead the bylaws project.

***Closing Remarks by Linda Counts***

- Leadership Summit Report
  - Best summit yet
  - Great guest speakers
  - Will write a report for bulletin
  - Discussed a book – “Made to Stick”, Mary is writing a review for bulletin
  - Described Euclid, the new SLA membership software
  - Discussed Arizona chapter potentially joining us. Linda is waiting to hear from them. This would be purely voluntary of us to accept them.
  - We are scheduled to host the California Chapters reception at annual conference in 2009 in D.C. Will now be called the West Coast Reception.
    - We need to start planning the reception in 2008
    - Planning should be done by President-Elect with President and hopefully others
    - Linda will send Amy the final schedule of hosts
  - The national board is hiring consultants to analyze our “place” as librarians and suggested a 6 to 7 figure payment would be made to the consultants.
    - Linda recommended that we begin writing letters in opposition of this.
  - Linda met with the President-Elect from L.A. chapter. They would like to host a joint meeting.
    - Linda will handle the details and organization.
    - Meeting will be held on a Saturday at the Getty Museum

- A bus will be hired to take us there at the cost of \$25 each.
  - The bus will hold 40 people
  - Will probably be in April.
- The website needs to be updated. The officers list is out of date.
- Linda asked each board member to keep a “task report”.
  - Linda showed us a template that she will send to each of us.
  - The report shows general tasks to complete each quarter.
  - Will be handed down to successors.

Meeting was adjourned at 9:40.

Respectfully submitted,

Amy Lisewski  
February 12, 2007