

# MINUTES

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

Thursday, February 2, 2006 – 8:30 a.m. – 9:45 a.m.  
Dr. William C. Herrick Community Health Care Library

### Present:

Kim Abbey, President	Judy Kammerer, Bulletin Co-editor
Linda Counts, President-elect	Teresa Linayao, Bulletin Co-editor
Mike Perkins, Acting Past-President	SuHui Ho, Employment
Penny Coppernoll-Blach, Director	Elizabeth Grossman, Hospitality
Susan Shepherd, Director	Beth Autin, Membership
Kathy Quinn, Secretary	Ann Willard, Webmaster

The meeting was called to order at 8:35 a.m.

### Announcements

- No announcements.

### Officers' Reports

#### **President** (Kim Abbey)

- Kim asked Kathy Quinn to look into what is involved in revising the chapter Bylaws document in accordance with SLA's new Governing Documents and Recommended Practices. Kim suggested that perhaps a committee should be formed if it's a significant amount of work. Kathy will report back at the next meeting.

#### **President-elect** (Linda Counts)

- Linda reported on the SLA Leadership Summit that she attended last month. She also reported the following news items from SLA:
  - ◇ SLA will offer a three-year membership rate which will give a 3% discount.
  - ◇ SLA is giving free memberships for 2006 to all SLA members affected by last year's hurricanes.
  - ◇ The Annual Conference will have some format changes, including having the keynote speaker on Sunday instead of Monday and holding the Business Meeting on Tuesday instead of Wednesday.
  - ◇ Linda has a packet of information for the Public Relations chair which she will send to Amy Waterman.
  - ◇ SLA reminded the attendees that there are grants available for chapter projects.
- The next chapter meeting will be on February 15 at National University on the topic of Marketing.
- Linda has planned a tour of the Gemological Institute at 4:00 on April 11. There will be a no-host dinner at an area restaurant after the tour.
- Linda had submitted a request to have the current SLA President, Pam Rollo, visit our chapter, but due to other obligations, she will most likely not be able to visit.

#### **Secretary** (Kathy Quinn)

- Mike Perkins moved that the minutes from the last chapter Board meeting (October 21, 2005) be approved, Linda Counts seconded, and all present approved.

### **Acting Past President** (Mike Perkins)

- Due to the change in the association year, which now ends December 31 instead of June 30, there was a discussion of what the timing will be for nominations for chapter officer positions, elections, and installation of the new officers. Mike said that he will need to find nominees for President-elect, Treasurer and the two Director positions.
- Kathy said that she will check the Governing Documents for the rules on how many terms an officer can serve, particularly if an officer served a partial term as a replacement. She will also check on the number of years one can serve on a committee.

### **Treasurer** (Mike Perkins for Anne Turhollow)

- Mike distributed the Balance Sheet and Cash Flow Report. From January 1 – February 1, 2006, the chapter had \$130.00 in income and \$0 in expenses for a balance of \$130.00. Total assets in the chapter's accounts are \$10,825.28.
- Anne will send in the Annual Report to headquarters by February 15.

### **Directors** (Penny Coppernoll-Blach and Susan Shepherd)

- Penny and Susan reported that they have begun working on the Fall Seminar and suggested Friday, October 6, 2006, as the date after checking for conflicting events.
- Penny will write a notice for the upcoming Bulletin to advise the chapter that the Seminar has been moved from the Spring to the Fall.
- There was a discussion of potential locations and topics.

## **Committee Reports**

### **Archives** (Kim Abbey for Kim Lomeli)

- Kim L. is working on getting the archives organized and standardized. She will send out a list to the Board when complete.
- There was a discussion about whether there is a written agreement about using the archive space at the San Diego Public Library. Kim A. will talk to Kim L. and look into it further.

### **Bulletin** (Judy Kammerer and Teresa Linayao)

- The deadline for the next Bulletin is this week so that the Bulletin can be published in mid-February.
- Teresa asked about what events (such as the student scholarship and officer nominations) will be moved due to the change in association year. After some discussion, it was decided that everyone should submit or bring a list of items for their area of responsibility to the next Board meeting so that a new chapter schedule can be determined.
- In order to publish the Board meeting minutes in the chapter Bulletin in as timely a manner as possible, there was a discussion about obtaining approval of the minutes by email. Linda Counts moved that the chapter institute a procedure for the Executive Board to approve the Board meeting minutes by email vote in order to expedite publication of the minutes, Kim Abbey seconded the motion, and all present approved.

### **Employment** (SuHui Ho)

- SuHui reported that several people have emailed her asking detailed questions about the job market in San Diego. After some discussion, it was suggested that she create a "canned" response so that she does not have to spend a lot of time replying individually. The response could include links to the San Diego Regional Chamber of Commerce, San Diego Convention and Visitors Bureau, data on the region's cost of living, etc.

### **Membership** (Beth Autin)

- Beth has received an updated membership report which shows the number of members in each chapter. We currently have 112 members.
- She also reported that there is a new head of membership at SLA and that there is now a better information flow from headquarters. Linda said that overall SLA is losing members.

**Webmaster** (Ann Willard)

- Ann has looked further into the options for web management software and found that Dreamweaver 8 is the industry standard with 80 percent market share. She can get an educator discount which lowers the cost from \$399 to \$199. She requested permission to purchase Dreamweaver, her motion was seconded by Kim Abbey, and all present approved.

**Old Business**

- No old business to report.

**New Business**

- Kathy reported that the recent SANDALL bulletin mentioned a joint meeting with SLA in May. Linda said they are still working on the details.
- Kathy also reported that SCIP (Society of Competitive Intelligence Professionals) is looking into forming a San Diego Chapter, which may present future joint meeting possibilities for us.

**Board Meeting Dates**

- The next Board meeting is scheduled for Friday, April 28, at 8:30 a.m., at the Herrick Library.

The meeting adjourned at 9:50 a.m.

Respectfully submitted,  
Kathy Quinn  
Secretary  
February 6, 2006