

Minutes of the

SLA SAN DIEGO CHAPTER EXECUTIVE AND ADVISORY BOARD MEETING

THURSDAY, JANUARY 22, 2009

3 PM to 5 PM

UCSD Biomedical Library

Recorded by Amy Lisewski, Secretary

In Attendance:

Executive Board

- President – Cindy Shamel
- Kathy Quinn – past president
- Beth Autin, Treasurer
- Amy Lisewski, Secretary
- Mary Wickline – Director
- Nancy Stimson – Director

Advisory Board and Other Members

- Vani Inampudi – Hospitality
- Elizabeth Grossman – Membership Chair
- Daria DeCooman – Archivist
- Terri Vogel

Called to order at 3:01

OFFICER REPORTS

PRESIDENT – CINDY SHAMEL

- Report on Leadership Summit
 - a. Organization as whole is experiencing economic concerns relative to rest of country. Information Outlook is being reduced from 12 to 8 issues per

year. Headquarters staff pay freeze and contribute to health insurance. New dues category for those earning less than 18,000 per year (\$35). Click U Live monthly sessions and replays are now free. New discounts with library schools.

- b. Alignment Project – Last year hired firm to assess our organization's image. Librarian title is not a "power" title. Not understood. "Special Libraries" does not resonate with people. Findings were presented but roadmap / strategy not communicated yet. Findings will be published on website and open for comments. Cindy will keep chapter informed of news from headquarters.

- Goals for 2009
 - Adopt a budget
 - To use as a roadmap for the year.
 - Chapter is in good shape financially – how should we best utilize?
 - Develop and adopt a strategic plan.
 - Britt Mueller of Qualcomm is chair of committee, Michael Perkins of SDSU and Cindy Shamel are members
 - Britt will be sending out a survey for input.
 - Hope to present to chapter in April
 - Improve Communications
 - Amy Lisewski, Mary Wickline, Daniel Fitz-Enz, Stacy Wile on task force.
 - Task force has yet to meet but plans to meet soon.
 - Mary Wickline interjected: She is going to recruit someone to take her place on the communications task force.
 - Increase member involvement
 - Particularly by encouraging committee involvement. All board leaders should consider ways to get members to participate in their activities through committee work.
- Calendar for 2009 Board Meetings

- Wednesday afternoons 3-5.
- April 15, July 15, Oct. 21
- Locations to be determined
- Voting procedures
 - To manage email voting, we will try to follow Robert's Rules as much as possible.
- Chapter business emails: If person is mentioned in email please as a courtesy CC them on the email.

PAST PRESIDENT – KATHY QUINN

- Chapter Practices Manual
 - Trying to complete this within next few weeks.
 - People that need to review it received it via email.
 - One outstanding issue is the dollar limit on expenditures that need board approvals.

Motion was made by Kathy that all expenditures over \$200 must be approved by a vote of the board with a simple majority to pass. Motion carried unanimously.

- Cindy thanked Kathy for her efforts on the manual
- West Coast Chapter Reception: Kathy booked Fado's Pub for Monday June 15th. We must guarantee a minimum of \$9000 food and beverage. To be raised amongst all west coast chapters. It is estimated we need to raise \$7000. This may be very difficult to reach this year. Kathy will continue to gain information about expected attendance and sponsors and keep us posted. Cindy asked members to brainstorm potential sponsors and let Kathy know.
- This is SLA's Centennial. We are encouraged to have some sort of local celebration. Kathy will follow up with Martha McPhail and Cindy will follow up with Bobbi.

DIRECTORS – NANCY STIMSON AND MARY WICKLINE

- They handed out a fall seminar proposal.
- Dates proposed: first or second week of October. October 9th was chosen.

- Location: prefer Amylin. They will ask them first.
- They need assistance, particularly with sponsorship.
- Topic for Fall Seminar – “Conveying Your Value” – topic received very positive response from board and will fit well with Alignment Project.

TREASURER - BETH AUTIN

- Financial Report to headquarters - SuHui needs to complete
- Taking care of updating signature card at bank and has requested Quicken from SLA HQ
- Will research bank requirements regarding signatory limits and signers required

SECRETARY – AMY LISEWSKI

- Nothing to report.

ADVISORY BOARD REPORTS

ARCHIVIST – DARIA DECOOMAN

- Kaitlyn Means and Daria have been searching archives for documents that can be used in Centennial celebration. Pulled select items and handed materials to Kathy Quinn to review and possibly use in local celebration planning.

HOSPITALITY – VANI INAMPUDI

- Vani will investigate better online registration tools to possibly replace PayPal. RegOnline was suggested as one alternative.

MEMBERSHIP – ELIZABETH GROSSMAN

- Met with Beth (past membership chair)
- 96 members in chapter
- Will get monthly email from headquarters.
- Will continue to send new member info to Daniel for list-serv

WEBMASTER – MARY WICKLINE

- Please use mawickline@library.ucsd.edu for her email.

CINDY SHAMEL – She is looking for volunteers for public relations and to assist Amanda Quist with student liaison.

KATHY QUINN – Please use her Yahoo email account for all SLA emails.

NEW BUSINESS

- Kathy Quinn is looking for Nominating Committee members. She needs two other members to assist her with board recruitment.
- Leadership Code of Responsibility Form was collected from board members
- Daria DeCooman is working with some non-profit groups to support an on-site library at La Roca in Tijuana. Requesting \$200 from chapter to donate for much needed on-going supplies to Corazon De Vida, a 501C organization.

Mary Wickline made motion to donate the money. Motion carried unanimously.

- Daria will write a blog post regarding the donation.

Meeting was adjourned at 4:59.