

**SLA Toronto Chapter Meeting - Executive Committee
May 13, 2003**

Attendees: Kolette Taber, Gayle Kiss, Caroline Kuchma, Laura Knapp, Dave Hook and Lindsay Coolidge.

1. **Agenda** – approved with the addition of the Internet committee
2. **Minutes** – to be tabled at next meeting.
3. **Past President's Report**
 - a. **Committee Survey –middle management** within the chapter needs to be re-examined. There was a lot of discussion concerning finding a balance between streamlining the chapter and preventing burn out of chapter volunteers. Therefore caution should be used when considering eliminating middle management positions.

In key areas, **Programming and Internet and Courier** committees strong middle management is required. These are the areas that are valued by our members and for which the Chapter as a whole is known for throughout the organization, for which we received recognition as leaders.

It was felt that if the volunteer is on the board, they are usually more committed to the work and chapter and therefore usually can handle more work.

Gayle would like to try having both the **Web Master and the Internet** committee reporting directly to the **Director**. Access to headquarter server would be through this individual and all lists would be provided to the Director.

All board members were in favour of bringing back the **Registration Chair**. The Chapter tried folding this service under the Programming Committee. This proved to be an enormous amount of additional work for a committee that already had a number of responsibilities. As a result, the Registration Chair will be brought back and will report to the **Treasurer**.

Executive committee also would like to add additional committee members to **Career Counseling**. Chapter web site usage statistics indicate that pages on deal with career planning, interviewing, etc. rank consistently within the top five hits for the Toronto site. Executive discussed having a programming session on career issues to address this and to make the Chapter more proactive in

servicing its members. Gayle will approach Ulla with regards to enhancing the role and size of this committee.

The committee survey also illustrated that members are more interested in participating or leading projects rather than having an on-going leadership role (that is, in being a Chair)

4. Treasurer's Report

- a. All members of the executive were in favour of increasing the Treasurer's signing authority to \$4500 so that the majority of invoices can be paid.

5. New Business

- a. New executive for next year will be Helle Arrow, Lindsay Coolidge, Gayle Kiss, Daniel Lee, Laura Knapp and Kolette Taber.

Gayle moved to adjourn meeting. Laura seconded.

Next meeting date – to be decided.