

**Annual Business Meeting  
Tuesday June 10, 2003  
Marriott, New York, New York**

Chair Karalyn Kavanaugh called the meeting to order at 3:55 p.m. The agenda was approved, and the minutes of the 2002 Annual Business Meeting were also approved.

**Treasurer's report**

Holly Chong-Williams reported that the Division is currently financially healthy, although expenses at this Conference are expected to be high. The Division received an allotment of \$19,650 from the Association this year, versus \$22,610 last year, which reflects a trend in the Association as a whole. Holly encouraged those present to recruit new members, and reported that the Division has approved a travel policy which will help some Board members attend meetings, as needed. Guidelines are under development and will be distributed to the members upon completion.

**Remarks from the Chair**

Karalyn Kavanaugh recognized Division Section Chairs and Committee Chairs, thanking them for their contributions to the Division during the year, and giving them measuring tapes as a "measure" of her appreciation. The Chair offered special recognition of the brochure developed by Cindi Trainor, reading the Division scope note and drawing attention to the Section descriptions. The Board will be reviewing the existing Sections and would like to have input from the membership. The division had 1,972 members as of last week. Chair Kavanaugh introduced the Board members and Chairs attending the meeting, with special recognition to Michael Kim for improvements in b/ITE, and to Georgia Higley, the 2003 Conference Planner, for her work on this year's successful conference. The Chair closed her remarks by thanking the companies that have generously contributed to the division's conference events.

**Remarks from the Chair-Elect**

Ty Webb thanked the Board for their vote of confidence in naming her to step into the shoes of Cindi Trainor as Chair-Elect. Her primary goal for the year will be to promote the division, using the tagline, "Making Edgier Easier – We're IT!"

**Nominating committee report**

Past-Chair Dee Magnoni announced that the slate of officers was Georgia Higley for Chair-Elect and Tom Clark for Secretary. A motion to accept the slate was unanimously passed.

**Awards**

Committee Chair Stacey Greenwell reported that Margie Hlava is the recipient of the 2003 Outstanding Member Award in recognition of her multiple contributions to the success of the Division.

Stacey introduced the winner of the Jo Ann Clifton Student Award, Christine Wysocki, who summarized her paper on gender differences in the profession, and announced the names of the five students who received honorable mentions: Serena Brooks, Angelica Cortez, Eli Edwards, Gabriel Peterson and Rick Storer.

**Old business**

The Board has decided to delay revising the logo until the Association finalizes the review of their own logo as part of the continuing branding efforts.

**New business**

2004 Conference Planner, Heather Hlava Kotula, spoke briefly about plans for the 2004 Conference in Nashville, and invited everyone to the Winter Meeting in Albuquerque. Door prizes of New York t-shirts and books about Nashville were distributed.

The grand prize of a Palm Pilot, donated by Thomson Scientific, was won by James Manasco.

**Announcements**

Diversity and Leadership Development Committee Chair, Erma dell'Aquila, announced that three open positions were announced at the annual Diversity Breakfast.

**Adjournment**

The meeting was adjourned at 4:50 p.m.