

**SLA Legal Division  
Executive Board Conference Call  
Tuesday, March 8, 2005**

**Participants:** Charlene Cunniffe, Jill Gray, Judy Harris, Lori Hedstrom, Bridget MacMillan, Catherine Sanders Reach, Laura Speer, Bob Sullivan.

Chair Judy Harris called the meeting to order at 10:04 a.m. The Minutes of the February 2005 conference call meeting were approved in the format distributed to the Board via e-mail.

**Treasurer's Report – Laura Speer.** Laura read the February Report into the record:

February Bank Statement

Opening Balance:       \$62,217.36

Withdrawals:           \$ 3,794.96

Deposits:               \$24,825.00

Ending Balance \$83,247.40

Total Funds:               \$83,247.40

Laura went over the chart she has prepared on conference sponsorships. She compared our current level of sponsorship to last year's. In 2004 about \$36,000 had been committed at this point and this year we are at about \$33,000 so we will probably exceed last year's sponsorship levels. Laura will look for 2003 and 2002 information and incorporate that into her report. Gitelle Seer has a few more vendors who have pledged support that need to be matched with programs. Expenses or fees payable to our conference speakers have been confirmed. Laura is also working on organizing the information required for tax reporting to ease the process for the next Treasurer. For the future she also suggests someone gather the e-mails of conference call participants so we have one place to look for that.

**Conference Update – Judy.** Information from SLA indicates that early registrations do not reflect many attendees for our ticketed events. Judy will send out an e-mail to remind the members of CE opportunities and roundtables. Catherine will highlight program information on the Web site and archive the material whose timeliness has passed. Tickets sold so far:

Business luncheon	20
Law Society tour	5 (no charge – use just for count)
Emerging Tech Breakfast	18
Casa Loma tour	4

The County Courts group currently does not have a chair or leader. The Board feels that interested members should have a networking opportunity in the suite if not an arranged program. We hope the group revives in Baltimore. The panel for our Future of Law Librarianship program is meeting soon to discuss content.

**Bridget MacMillan** has been attempting to work with SLA's tour company but will go to Kristin Foldvik to get details on tours. She suggests posting our program information to local SLA Chapter listservs; she will draft a message for all to use. Bridget does not have any firm figures

for costs from SLA yet. The final deadline to order equipment is mid-April so we should be getting specific information soon. All speakers have indicated their needs. Sabrina Pacifici will co-present with a Solo Division presenter for the blogging program. This will move to the solo time slot so our schedule will change; Bridget will send to all. The next step is to line up coordinators for our programs. Bridget will highlight which sessions need coordinators on her updated program information and confirm equipment needs for all programs.

**Elections – Lori.** The bylaws state that the Nominating Committee shall publish a report of the slate of candidates at least 60 days prior to the annual business meeting (April 7). Lori will check to see if a listserv message and Web posting are sufficient notice. Ballots must be mailed to each Division member thirty days before the annual business meeting (May 6). Ballots are returned to the Chair, who may appoint a “committee” of Division or staff members to count the ballots. Lori will check with Alice Fosson, past Secretary, on the requirements for the ballots and report back to the Board.

**Governance Issues – Judy, Jill, Bob.** SLA will change its governance year starting 2007 from June-June to January–December. We need to change the terms of our current officers to accommodate the new rules. The Board approved the following term adjustments:

Jill Gray	Chair	January 2005-December 2006
Bob Sullivan	Chair	January 2007-December 2007
Lori Hedstrom	Secretary	June 2004-December 2006
To be elected	Treasurer	June 2005-December 2007

There was extensive discussion about the transition to the new schedule for the Treasurer. The Board approved an “apprenticeship” model whereby the newly-elected Treasurer will be included in Board conference calls and have access to all Division financial information beginning immediately after election. Since the outgoing Treasurer usually wraps up all conference finances, bringing newly-elected Treasurers into the process early will provide a smooth transition. In 2006, the Board will plan to have elections as early in the fall as possible to bring new officers into our processes quickly.

With these changes our annual business meeting will be in the middle of the year. Judy will explain the changes at our 2005 meeting and introduce the new and continuing officers. In January, incoming officers should communicate to our members via listserv, Web site, and newsletter to remind everyone of the new timetable.

Recognizing that these changes may be confusing to members, Judy will draft a communication explaining the new processes.

Our next meeting is tentatively scheduled for April 5 at 10:00 a.m. Central time. On motion duly made and seconded, the meeting was adjourned.

Respectfully submitted,

Lori Hedstrom  
Secretary