

**SLA Legal Division  
Board Meeting Conference Call  
December 6, 2005**

**Present:** Wendy Brown, Katherine Coolidge, Jill Gray, Lori Hedstrom, Catherine Sanders Reach, Bob Sullivan, Nola Vanhoy.

**Chair Jill Gray** called the meeting to order at 11: 06 a.m. EST.

**Baltimore Conference Planning Update:** SLA approved our Roundtables as "receptions." Jill will mention the changes in the Legal Division Quarterly and on our listserv to clarify the changed status of the Roundtables. Wendy shared the AV price list provided and there is concern about the high cost of rentals and Internet connectivity for CE courses. Wendy will inquire about venues for holding the blogging CE off site in an attempt to control costs.

One of the speakers for Competitive Business Intelligence has inquired about reimbursement for expenses. We can offer one night's hotel stay and travel expenses with specific limits. This program does not anticipate particularly high AV costs so we would not exceed the sponsorship commitment. Jill will check on air fare and hotel costs so we can estimate a reasonable amount to offer.

Most of the programs have sponsors now: Competitive Business Intelligence (CCH \$3,000); business lunch (West \$10,000); New Web Tools (\$750 Elsevier); Tax Reception (BNA); Open House (Lexis \$10,000, \$1500 of which is going to Training Issues Program and \$1500 to 60 Sites in 60 Minutes, leaving \$7000 for Open House). Since sponsor letters have already gone out without mentioning the Open House, we will not consider soliciting additional sponsors for this event this year. The Corporate Roundtable, Art of Interviewing, and Research in Medical Malpractice do not yet have sponsors.

**Approval of Minutes:** By motion duly made and seconded, the November 1 Minutes were approved.

**Treasurer's Report:** Katherine reported that the MidAmerica account remains open; she will check with Tanya about the outstanding check which has not cleared. The balance in this account is \$3,864.96 as of the end of November. The balance in our Bank of America checking account is \$5,253.30; our Bank of America savings account stands at \$45,154.63 including a \$10,000 transfer made to enable us to earn interest on funds not needed to pay bills.

**Website Update:** Catherine has updated most of the site with current information. She asked for suggestions for new content. She has experimented with blog functionality but we are concerned about getting people to commit to posting regularly. The Board will consider whether this element of the site would be useful. Catherine has investigated possible Webmaster candidates; Jill will approach a likely volunteer to discuss. We may consider rebranding the Web site at the same time we roll out our new brochure. Jill will request member input on updating the site in her LDQ column.

**New Business:** The Board confirmed our policy that the Division pays the Chair and the Chair-Elect's expenses incurred to attend the mid-winter Leadership Institute, this year in Houston in January 2006.

Judy Harris has requested a replacement to take on her responsibilities on the Nominating Committee. Jill asked for suggestions and will check on the availability of past members of the Committee to fill in.

The next meeting will be January 10, 2006. The meeting was adjourned by the Chair at 11:56 a.m. EST.

Respectfully submitted,

Lori Hedstrom  
Secretary