

**Minutes of the DC/SLA Board Meeting**  
**Thursday, January 7, 2010**  
**Final Version**

**Attendees**

**Executive Board**

James King, President  
Mary Talley-Garcia, First Vice President / President Elect  
Lorraine Bell, Second Vice President  
Gulnar Nagashybayeva, Treasurer  
Lois Ireland, Director (2010-2011)  
Dave Hemingway, Director (2010-2012)  
Alison Raab-Labonte, Communications Secretary  
Eileen Deegan, Recording Secretary

**Committees and Programs**

Stephanie Altbier, Archives Committee  
Elizabeth Ann Blake, Vendor Relations Committee  
Linda Cullen, Hospitality Committee  
Karen Danoff, Archives Committee – Chair (W)  
Montrese Hamilton, *Chapter Notes* (W)  
Anita Hardy, Web Ambassador – *Second Life* (W)  
Maria Koshute, Communications / Marketing Committee  
Victor Monti, International Relations Committee – Chair (W)  
Diane Schnurrrusch, Nominations Committee – Chair  
Karen Sperrn, Web Committee / Web 2.0 Subcommittee; Communications / Marketing Committee (W)  
Chris Vestal, *Chapter Notes* -- Editor-in-Chief  
Lorette Weldon, Web Committee – Chair (W)  
Anne White-Olsen, Program Planning Committee

**Call to Order**

The January 4, 2010 meeting was held at the National Institutes of Health Library (NIH Clinical Center / Building 10, Bethesda, Maryland Campus). Several participants attended via WebEx (noted above with “W”).

James King called the meeting to order at 6:05 p.m. He asked all attendees (in-person and via WebEx) to briefly introduce themselves.

**Lois Ireland moved to adopt the agenda. Dave Hemingway seconded. Motion approved**

**President’s Report**

**James King, President:** James began his discussion and PowerPoint presentation of the DC/SLA Strategic Plan and 2010 priorities, noting salient facts about the Chapter including:

- 2010 is the 70<sup>th</sup> Anniversary of DC/SLA, which was formed out of the Maryland Chapter.
- DC/SLA is SLA's largest Chapter and has members in 30 states and 12 countries representing a diverse mix of libraries.
- To date, DC/SLA members have won 56 major SLA awards, have started 19 SLA Groups and Divisions, and have served as SLA President four times.
- DC/SLA has hosted the SLA annual conference six times.

This is, he remarked, "not the time to rest on our laurels."

He reviewed the DC/SLA vision, mission, and core values, as stated in the 2009 Strategic Plan, and outlined how we can show ourselves as valuable and strategic vis a vis the Plan's goals.

Our goal for Membership and Participation, is to grow and support a vital and active Chapter representing a broad demographic of information professionals. James said his priorities under this goal are to establish a volunteer coordinator position and a membership committee, and to promote volunteer opportunities.

Our goal for Communications, is to maintain a communications infrastructure which provides timely and high quality information dissemination and exchange that benefits individual members and Chapter and Association leaders. James said his priorities are to rescope the Communications Secretary and Archivist positions, create a Communications / Marketing Committee, and simplify website administration. Other priorities are to rebuild *Chapter Notes* on the Web, ensuring it is more dynamic, accessible, and read; to create a monthly e-mail newsletter supplement; and to provide summaries of DC/SLA Board actions.

Our goal for Finances, is to run a fiscally responsible organization. James said his priorities are to provide members with quarterly summaries of DC/SLA's finances; to expand fundraising efforts; and to maintain a balanced budget with adequate reserves.

Our goal for Outreach / Community Service, is to provide outreach programs and community service opportunities for all members. James said his priorities are to expand mentoring efforts and enhance mentoring opportunities; build an employment / career connection Web portal; create a Retirement Committee; and increase connections to local and distance-learning library schools utilizing Library School Liaisons.

Our goal for Programming and Events, is to offer members a broad variety of appealing and easily accessible programs and events. James said his priorities are to simplify the event-ticketing process; to coordinate with other library groups (i.e., DCLA, LLSDC) by sharing calendars and producing joint programs; to institute a new program series (i.e., library director series, technology series); and to take advantage of DC/SLA's Committee expertise to create a diversity of programs. Additional priorities are to use WebEx more

so that more people can participate in our meetings, and to establish event programming guidelines and best practices.

James recapped the 2010 DC/SLA Committee additions and changes he is undertaking. The following Committees have been established: Archive, Communications / Marketing, Member Relations (Membership), and Retirement. The Library School Liaison positions have been expanded, new Web Ambassador positions are being established, and the Volunteer Coordinator position will be filled. He noted that the “SignUp Genius” software being used to display our volunteer opportunities, and to register volunteers, will be a useful tool for the Volunteer Coordinator.

## **Officers’ Reports**

**Mary Talley-Garcia, First Vice President/President Elect:** Mary surveyed DC/SLA’s 2010 programs, underscoring two major changes. The first change is to create eight program series, each devoted to a principal theme. These series will feature:

- Chapter Specific Programs (i.e., New member reception, DC/SLA’s 70<sup>th</sup> anniversary celebration)
- Joint Programs (i.e., Joint Spring Workshop)
- Networking Events (i.e., Students and new professionals happy hours, Dine-arounds)
- Special Program Committees (i.e., International Special Librarians Day)
- Professional Development Series (i.e., Alternative career paths, Speed networking, Employment 101, How to update skills and expertise, KSA’s)
- Technology Series (i.e., Tech exchange, HiveFire, Collaborative tools, Tweeting)
- Library Director Series / Distinguished Speakers Series
- Meet the Vendors Series

The second change, Mary said, is to establish special program committees centered on certain areas of special librarianship. Each program-planning committee will be responsible for one or more events related to its specific areas. Mary observed that this will be an ambitious program schedule. She noted that she is now working on establishing dates for the 2010 programs, and will also put an idea box on the DC/SLA Wiki.

**Lorraine Bell, Second Vice President:** Lorraine said she plans to work with James and Mary to implement the strategic plan and programming. She will host a WebEx connection at her Dow Jones office for those DC/SLA Board meetings that are held entirely online, rather than in person.

James announced that due to the primary topic of the February 4<sup>th</sup> meeting – DC/SLA’s 2010 budget – it will be an in-person meeting at the NIH Library, rather than an online-only meeting via WebEx.

**Eileen Deegan, Recording Secretary:** Eileen remarked that she is looking forward to receiving concise officer and committee reports at Board meetings to facilitate the production of accurate meeting minutes.

**Gulnar Nagashybayeva, Treasurer:** Gulnar referred to 2009 Treasurer Martha Reifschneider's January 3<sup>rd</sup> listserv e-mail containing DC/SLA's preliminary year-end financial reports – which Martha also posted on the Chapter wiki. In her message, Martha said she will prepare the final financial reports after she receives the 4<sup>th</sup> quarter SLA Pooled Fund statement in mid-January. Martha's message also noted that we had a substantially smaller 2009 deficit than was budgeted. Gulnar added that this was due to smaller than expected SLA Conference-booth and reception costs.

Gulnar discussed the preliminary draft 2010 budget which she e-mailed to Executive Board Officers on January 7<sup>th</sup>. She said she expects the 2010 budget to be more like the 2008 budget, rather than the 2009 budget with its special Annual Conference expenses. However, in 2010, there will be expenses for DC/SLA's 70<sup>th</sup> anniversary celebration, she remarked. Gulnar said she needs to receive more cost estimates for planned 2010 Chapter events and business expenditures, including the costs for the President and President-Elect to attend SLA's Leadership Summit. To assist with calculating cost estimates, she noted that there is a planning checklist on the Treasurer's page on the DC/SLA wiki.

**Alison Raab-Labonte, Communications Secretary:** Alison said she will be working to consolidate DC/SLA's information avenues.

**Dave Heminway, Membership Director:** Dave said his membership group will be brainstorming ideas to maintain DC/SLA's number-one position as SLA's largest Chapter.

**Lois Ireland, Fundraising Director:** Lois reported that her Vendor Relations Committee is looking at sponsorship levels, and is discussing a proposed sponsorship list to submit to the Board for its vote. The Committee is also considering how to approach vendors to request their sponsorship of events, and which vendors to target.

## **Committee/Group Reports**

**Lorette Weldon, Web Committee Chair / Webmaster:** Via WebEx, Lorette provided a demonstration of the DC/SLA website's draft redesign on Ning. Prior to her presentation, she e-mailed to the Board her Webmaster report, which outlined DC/SLA's requirements for website branding, organization, and content, and listed various Web 2.0 interactive features the Web Committee might want to adopt. Her report noted that Ning can support the business goals and needs of SLA, and it summarized Ning's administrative and content-creation processes, and its security, publishing of pages, and usability. Her report concluded with the recommendation that one person should edit the current website; that it would be preferable to have one moderator for the Ning site; and that for both sites, a contact person for each group or committee should tell the Webmaster about necessary updates.

**Chris Vestal, *Chapter Notes* -- Editor-in-Chief:** Chris said that the January / February issue of *Chapter Notes* will come out at the end of February. He will be surveying DC/SLA membership about such topics as their newsletter content and format preferences.

**Victor Monti, International Relations Chair:** Via WebEx, Victor reported that the International Relations Committee will have a planning meeting on January 25. The meeting will be immediately followed by a demonstration of Arabia Inform services. Arabia Inform is likely to sponsor this year's International Special Libraries Day. Victor said the company believes, as James mentioned earlier in the meeting, that supporting the Chapter is good for its business.

## **New Business**

### **SLA Awards:**

James announced that the Chapter's nominee for SLA's Rising Star Award was selected to receive this award, which will be presented at SLA's upcoming Annual Conference in New Orleans.

### **Proposed Committee Structure:**

James asked the Board of Directors to vote on the addition of the proposed new committees to DC/SLA's current committee structure.

**Dave Hemingway moved that the proposed list of DC/SLA's new committees for 2010 be approved. Mary Talley-Garcia seconded. Motion approved.**

### **Treasurer Vacancy:**

James raised the issue that, because Gulnar will not be able to complete the year as Treasurer, and the election for the Chapter's 2011 Assistant Treasurer will take place in the fall, this position must not be left vacant in 2010. He reported that he has talked to former DC/SLA Treasurer Martha Reifschneider, who has agreed to serve as Assistant Treasurer in 2010. It was recommended that he also consult with past DC/SLA Presidents and read the Chapter Bylaws for guidance on this issue. The discussion ended with the following Board motion:

**Lois Ireland moved that Martha Reifschneider be appointed Assistant Treasurer for 2010. Dave Hemingway seconded. Motion approved.**

## **Adjournment**

**Dave Hemingway moved to adjourn the meeting. Mary Talley-Garcia seconded. Motion approved.**

Meeting adjourned at 7:30 p.m.

*Minutes Submitted by Eileen Deegan, Recording Secretary*