

DC/SLA Board Meeting Minutes
August 2, 2012

Attendees:

James King*
Lois Ireland
Marie Kaddell
Jenny Wood
Rick Davis
Bonnie Chojnacki*
Hannah Sommers
Jennifer Boettcher

*Attended via conference call

The meeting was called to order at 6:12pm by Lois Ireland.

Jenny Wood moved to approve the agenda. Marie Kaddell seconded. Motion approved.

Marie Kaddell moved to approve the previous meeting's minutes. Jenny Wood seconded. Motion approved.

Discussions

Sponsorship Relations Director

Victor took on a new job which is time consuming, so he's stepping down, and rather than appoint someone new for just a few months Jenny's going to step in now to take over. She'll focus on the open house and annual reception for now. The chapter manual says a position can be filled by a board vote, but since Jenny's not leaving her old job no need to vote at this time.

Mid-Year Budget Review

Hannah Sommers reports that currently we have a situation where we're taking in one dollar for every two that go out. Our cash flow and reserves are good but this isn't sustainable. The interest on the pooled fund is good on paper so the budget is balanced, but that's not reliable and it's not really liquid funds. About half of our income is the phantom interest. The gap between what we planned and what we have are the sponsorship lines – we have received \$1400 but had budgeted to receive \$9000, so far IEEE, Business Information Finders, and Lexis Nexis have all sponsored events. We've budgeted \$5500 for meeting sponsorships income and \$3500 for annual meeting sponsorship income. We're budgeting to spend \$8500 on the annual meeting, including \$3200 from registration payments, though we actually spent \$4700 last year, which is the scale of things we're expecting to do again. We haven't received our allotment funds from SLA, which will be between \$9,000 and \$10,000. There are more processes going through the auditing firm and they're requiring more information. There may be some money sitting on the table out there still from partners. Our checking account has

\$12,000, and the pooled fund has \$44,000 right now, so we're not in dire straights but Hannah would like to see a better operating picture. To help build up sponsorship James King will send Jenny the loyalty project document. Leadership Directories should probably be one of the first people to approach, since they've generally been part of annual meeting.

Scholarship

We offered a \$3,000 scholarship, \$1,000 from the chapter and \$2,000 from the Institute of Physics and the committee got more responses than they have had for a while. They were looking for leadership qualities, whether the recipient would be an active, involved chapter member, and if they have a clear vision about the profession. The committee has chosen Angela Aranas from CUA, who has a background in the security studies program at Georgetown. She saw some intersections between library studies and her security and intelligence work and intends to pursue the intersection of the two professionally. See the committee recommendation document for details. Angela will be invited to the annual meeting in December to meet the IOP representatives.

Gretchen Sauvey moved to accept Angela Aranas, the scholarship committee's candidate for the scholarship. Marie Kaddell seconded. Unanimously approved.

2012 Elections

James King reported that the slate is not yet done, so it'll either need to be presented at a special meeting or done electronically sometime in the next few weeks. The slate of candidates includes some changes this year. Two people are running for president elect and treasurer, all other positions (Recording Secretary, Communications, Director) will go un-competed.

James King moved to prepare a slate of board members with two nominees for President Elect and Treasurer, but only one for each of the other positions. Hannah Sommers seconded. Unanimously approved.

Lois Ireland also reports that Beth Kirton-Crane has agreed to be elections chair again this year, but for the last time, so Beth has suggested that her replacement work in tandem with her this year. Are there any thoughts about someone who might be good to approach? The person would be running the actual election, which is mostly electronic ballots now. James will check with his web committee to see if any of them are interested.

Web Update

James King has found a new social media widget that connects to Flickr, Slideshare, and RSS in addition to our existing things. He will put presentations from past events on Slideshare to make them available. He's done with the website transition, and is just giving the military libraries group a few weeks to finish looking for anything else they want to move. Then he will take down the old site, but he has two full copies of the old site as backup. We also need to renew the Flickr account, which will move under the Technology Director for James to use and maintain.

Updates and Reminders

Marie Kaddell reports Karen Tate has moved so she is dropping off the planning committee. The chapter had a big spring/summer set of programs starting with Karen Huffman's, the public records research online (which was reprised to a full house at AALL), the rebooting your career event was another big success, as were the members in transition meetings. Committee members Stephanie Altbeir and Ramona Howerton both ran events and did great. There were also a couple of "Click U" events, several Dine Arounds, and book clubs both met.

The SLA conference recap with special guest Kate Arnold will be August 13th, the Military Librarians is offering a group tour, and the Careers in Federal Libraries event will be September 13. The open house in October and the annual meeting are still in planning phases. Marie is working on some programming for the start of next year as well.

Questions/comments Related to Submitted Board Reports

There is now a communications dashboard set up thanks to Marie Kaddell, which pulls in relevant information that can be promoted in various ways as needed to fill social media content space.

Compliments to Jenny Wood on her efforts with membership outreach, one member who received a thank you letter for renewing commented on how much it was appreciated. Jenny reports that membership numbers are up a bit as well: 789 in May to 808 at the end of July.

Jennifer Boettcher – Business Information Finders

She is always looking for volunteers and people with leadership interest for this group. Will have table at open house activities fair. They might go back to the Arlington Public Library as their venue for meetings. They're looking at doing an event on Competitive Intelligence.

Lois Ireland reports that there will soon be an e-mail from the newly revitalized community relations team, and the first activity will be the DC Slammers team for the DC AIDS walk this fall.

Gretchen Sauvey moved to adjourn the meeting. Hannah Somers seconded. Motion approved.

Meeting adjourned at 6:59 p.m.