



**Michigan Chapter SLA Board Meeting  
Bryant Information Group, Inc. Canton, MI  
August 13, 2007**

1. **Call to order:** The meeting was called to order at 6:40 PM by President Laura Mancini. In attendance were Charlene Stachnik (Past President), Paula Storm (President Elect), Linda Strand (Treasurer), Sophia Guevara (Diversity Chair), Nancy Yee (Archivist), Leslie Burke (Director) and Joan Martin (Secretary).

2. **Approval of April Minutes:** Joan Martin presented the minutes of the April 2, 2007 Board Meeting. One change was suggested (Charlene Stachnik's name was incorrectly spelled as "Stachnick"). Sophia moved to approve the minutes and Charlene seconded the motion. The minutes were approved without further discussion.

2. **Treasurer's Report:** Linda Strand passed out copies of the 8/13/07 Balance Sheet for the Chapter. There is \$10,314.62 in the Chapter's checking account and \$5,107.61 in the SLA Pooled Fund for a total of \$15,479.66. Linda also distributed an income statement for the Chapter's February, April and May 2007 meetings.

3. **Old Business: Virtual Programming Committee Report**

On behalf of the Committee comprised of herself, Vicki Bellon, Melissa Behrens and Leslie Burke (Chair), Linda Strand presented the results of the June Chapter survey on virtual programming. Our membership indicated an interest in registering for meetings online (86.9% 'yes' votes) and paying for meetings online (59.0 'yes' votes). There was also interest in attending virtual meetings (57.40% would attend 1-2 such meetings per year). There was a preference for virtual meetings that would combine listening with interaction (66.7%). (For full report, see [Appendix A](#))

Leslie Burke then presented proposed registration and meeting policy changes concerning meeting no-shows and cash payments. Members have up to 72 hours prior to a meeting to cancel, otherwise they will receive an invoice via U.S. mail. There was discussion concerning the need for flexibility for cancellations due to last-minute personal emergencies. These situations will be reviewed by the Board on a case-by-case basis. This language will be added to the proposed policy changes. Members who pay at the door (rather than through Paypal) can no longer pay with cash. Checks and money orders are still acceptable. (For full report, see [Appendix B](#))

Laura proposed a vote on the No Show policy with amended language for emergencies. A verbal vote indicated all 'ayes' and no 'nays'. The policy was thus approved and will begin with the September 2007 meeting.

Laura proposed a vote on the No Cash policy. A verbal vote indicated all 'ayes' and no 'nays'. The policy was thus approved and will begin with the September 2007 meeting. The implementation of Paypal is still being researched by the Committee and will probably begin with either the September or October Chapter meeting.

Leslie then presented the Committee's recommendation for implementation of virtual programming initiatives in a stepped fashion, moving from online registration to possibly streaming audio-video presentations. (For full report, see [Appendix C](#)). There was discussion concerning the cost of WebEx and other issues related to virtual programming. Sophia suggested we review [www.blogtalkradio.com](http://www.blogtalkradio.com) as a means of saving a meeting. Paula moved that we accept the Committee's recommendations so they can move forward with the purchase of needed equipment. Charlene seconded the motion. A verbal vote indicated all 'ayes' and no 'nays'. The recommendation was thus accepted.

#### **4. Old Business: Diversity Proposals**

Sophia presented details of a proposed Next Generation Librarian Program that would promote career discovery and library skill building for undergraduate students working in academic libraries. Two to three students would participate in a mentoring relationship with a library professional (supervisor) and complete a library project over several months. Sue Pritts, Career Guidance-U of M Chair gave input to Sophia on this proposal. Discussion involved around other means of reaching a larger number of undergraduates who may not be aware of cutting edge career opportunities in the library/information science profession. Leslie proposed that our Chapter host a career information event that would attract undergraduates from local colleges and universities. Sophia will follow up with her to flesh out some ideas.

#### **5. New Business: Fall Programs**

Paula announced details of proposed Fall and Winter meetings.

- Wed. Sept. 26, "Relax, Rewind and Renew" Oakland County Library, Pontiac  
Various vendor booths will present on Tai Chi, stress reduction, nutrition, aromatherapy, chair massages etc.
- Oct. ???, Tour of Holocaust Museum. Date and details in progress.  
(Laura looking into this.)

- Thurs. Nov. 1, "Negotiating with a Vendor". University of MI, Dearborn. Speakers from MLC, EMU, U of M- Dbn and possibly EBSCO
- Dec. 4,5,6??? "Holiday Wine and Cheese" event. Silent auction to raise funds for students. Date and location to be determined.

#### **6. New Business: 2008 Officer Elections and Appointments**

Leslie will begin work on creating a Nominating Committee who will prepare a slate for the 2008 elections. Open positions will be: President-Elect, Secretary, Treasurer and Director. Laura will query all Committee Chairs and ask if they would like to continue for another year. She will write an article for the newsletter asking for volunteers. Sophia suggested that anyone leaving a position help find their replacement and also write a short instructional sheet for their replacement that gives more details about contacts and duties.

#### **7. New Business: Drawing for Prizes for Survey Participants**

The names of members who participated in the June survey on virtual programming were entered into a drawing for Amazon.com gift certificates. Winning names were pulled by Joan. They were as follows:

- Mary Jo Durivage - \$100 gift certificate
- Paul Neirink - \$50 gift certificate
- Dana Thomson - \$50 gift certificate

#### **8. Adjournment of Meeting:** Leslie moved to adjourn the meeting, Nancy Yee seconded and Laura Mancini adjourned the meeting at 8:35 PM.

Submitted August 14, 2007  
Joan Martin, Secretary

## Appendix A -Virtual Programming Committee Report

SLA MI June 07 Survey - Virtual Programming			
1. Would you be interested in registering for meetings online?			
		Response Percent	Response Count
Yes		86.90%	53
No		0.00%	0
Maybe		13.10%	8
	answered	61	
	skipped	1	
2. Would you be interested in paying for meetings online?			
		Response Percent	Response Count
Yes		59.00%	36
No		6.60%	4
Maybe		34.40%	21
	answered	61	
	skipped	1	
3. Would you be willing to use PayPal to pay online?			
		Response Percent	Response Count
Yes		41.00%	25
No		23.00%	14
Maybe		36.10%	22
	answered	61	
	skipped	1	
3. What area would you be driving from in order to attend a meeting?			
		Response Percent	Response Count
Detroit		21.70%	13

Oakland County		18.30%	11
Wayne County		18.30%	11
Washtenaw County		10.00%	6
Grand Rapids		8.30%	5
Lansing		6.70%	4
Macomb County		6.70%	4
Flint		3.30%	2
Kalamazoo		3.30%	2
Livingston County		1.70%	1
Pinckney (other)		1.70%	1
Saginaw / Bay City / Midland		0.00%	0
	answered	60	
	skipped	2	
<b>4. To attend the average meeting, how far are you willing to drive?</b>			
		<b>Response Percent</b>	<b>Response Count</b>
Up to 10 miles		3.30%	2
<b>11 - 25 miles</b>		31.20%	19
<b>26 - 40 miles</b>		31.20%	19
41 - 65 miles		21.30%	13
65+ miles		9.80%	6
Other (see below)		3.30%	2
	answered	61	
	skipped	1	
Other - depends on topic and time			
<b>5. How many meetings do you typically attend each year?</b>			
		<b>Response Percent</b>	<b>Response Count</b>
None		23.00%	14
<b>1 - 2</b>		41.00%	25
3 - 4		24.60%	15
5 - 6		11.50%	7
	answered	61	
	skipped	1	
<b>6. If you do not attend any meetings, please indicate the reason or reasons below (you may select more than one answer).</b>			

Location		56.70%	17
<b>Time of day</b>		60.00%	18
Day of week		33.30%	10
Topics not relevant		40.00%	12
Other		20.00%	6
	answered	30	
	skipped	32	
<b>7. How many "virtual" meetings would you attend each year?</b>			
		<b>Response Percent</b>	<b>Response Count</b>
None		1.60%	1
<b>1-2</b>		57.40%	35
3-4		24.60%	15
5-6		16.40%	10
	answered	61	
	skipped	1	
<b>8. Would you prefer to participate in a "live" meeting where you could ask questions, or in a pre-recorded meeting that you can listen to or watch on your own time?</b>			
		<b>Response Percent</b>	<b>Response Count</b>
Live meeting		25.00%	15
Pre-recorded meeting		8.30%	5
<b>Mixture of both</b>		66.70%	40
	answered	60	
	skipped	2	

## Open-Ended Questions

<b>If you do not attend any meetings, please indicate the reason or reasons below (you may select more than one answer).</b>
personal schedule doesn't permit
Time involved - long commute doesn't leave much time
Cost
Didn't know about them.
Last few years have been inconvenient - hope to attend some this year
<b>If you would not be interested in attending a virtual meeting, please indicate why</b>

not.
My attendance is based on the topic and ease of attending (i.e. workload).
I enjoy the personal/professional networking by physical meetings.
<b>Do you have any experience with virtual meetings that you can share? Please be specific.</b>
Have been involved with videoconferencing and Live Meeting
SLA and Economic Researchers. The topic must be relevant. Too many SLA programs waste time on the front end providing basic information most of us know, and then do not go into depth and breath with the value-added information. Asking questions during the presentation is wonderful. Listening to the person asking the question is a plus. Adds variety to the presentation.
I've attended realtime meetings online which I thought were excellent.
I have had telephone meetings and have heard speakers via telephone. I felt that I needed more interaction. When I was in library school, I took a virtual class that I think was handled very well.
I've attended some that were well done - the presentation was very clear and communication capability (eg telephone)was excellent. Others not so, very garbeled or the picture was not clear which distracts from what is being presented and makes one wonder why they are participating.
They are EASY to do.... WEBEX
courses with Association of Professional Researchers for Advancement and Academic Impressions
Yes, I completed my library degree online as part of Leep (the University of Illinois at Urbana Champaign), the Graduate Studies in Library and Information Science--it was an incredible progam, and we had "virtual" meetings on a regular basis. They worked quite well! I would encourage you to purseue this venue for those who cannot always physically get to meetings for one good reason or another. Of course I would want to attend meetings in the flesh as well. Deborah Day
Yes, but at a specified site. In small group setting they worked out okay, but I often found it difficult to hear.
At my previous employer, virtual meetings were vital in order to share information with the decision makers who were unable to be in Ann Arbor at the meeting's scheduled time. We used WebEx or NetMeeting in conjunction with a conference phone.
I have had some virtual training/meetings on various pieces of library software and databases.
I have attended many web-x training session as well as planned virtual events for MI-ASIST chapter. Testing before hand is a must. Clear and concise directions are also a must. People need to be available if there are technical problems (people who can actually solve them).
Yes, I think they work great if there is alot of interaction and hands-on experience involved.
They can be deadly dull...so presentations need to be crisp, be sure power point slides are readable
Our major software vendor does all training via virtual meetings. Allows us to ask questions live, send votes to increase speed or slow down, etc.
I'm not sure to what extent "virtual" means. Is in Webmeeting with slides and audio, or is it also video? I have participated in the former type of meeting with good results, but including video seems to present some challenges (technical, etc). It's also difficult to coordinate with a venue that has internet and audio available for such a meeting. This happened to me a UM. The presenter preferred to walk around while speaking, making it impossible to use a speaker phone (which the room didn't have anyway). A camera with a microphone might be more effective, but it might be more difficult to manage all that live.
Have had good experiences except for a few problems with software that needed to be loaded ahead of time. This was 6 years ago, so perhaps that is no longer an issue today with the tools SLA hdqrs is providing.
The Virtual classroom at Wayne State was a type of chat program. It would get confusing.
Have participated in some from other associations and vendors.
I have participated in WebEx meetings - these seem to work well with audio and powerpoint or other files displayed on my computer. I also have viewed taped programs and the quality has been good.
Have attended teleconferences put on by the Medical Library Association (MLA).

<b>Do you have any other comments regarding virtual meetings, registering online or paying online?</b>
I think virtual meetings are ok. But, I also like the ability to talk face to face with people. So, if face to face meetings had the virtual capabilities that would be the best of both worlds. :)
When are we going to have these services - which would add value to our membership dues.
I'd want to see a course outline and/or agenda beforehand, to know if content is worth paying for
I think it sounds more efficient and ideal.
I think this is a wonderful way to make your organization available to everyone. It encourages a broader participation.
Due to the increasing number of security breaches and fraudulent access to information I get a little nervous about paying online and have avoided it where possible. But I love online registry and getting information about programming online
One of the drawbacks to virtual meetings is that you miss the networking that comes with in-person meetings. One of the biggest benefits of chapter meetings, to me, is seeing colleagues in person. I think registering & paying online is great, though!!
I think this is a good idea; a mixture of real and virtual meetings might result in more participation.
If people are unsure about using their credit card online, there are disposable credit cards they can purchase to pay for things online. This adds an extra layer of security for purchasing online.
Please make the topics relevant to experienced professionals. Many of the meetings lately have been geared towards new professionals. As a chapter we need a mix of both not one or the other. Thank you.
Would love to see library association give this a trial.
I like the idea of a virtual meeting. Many other chapters already do this (Western Canada comes to mind). I do enjoy going to meetings in person for the networking opportunities, but sometimes it's just too hard for me to make it.
I think it is a great idea and applaud this committee's work! I'd like to see 1-2 virtual meetings per year and the others face-to-face because there is so much value/fun in the networking aspect of the meetings.
Usually only attend those sessions which do not have a cost associated with them
I may be willing to pay online, however, I think there should still be the option to mail in a check. Giving people options works best for their individual needs.
I'd like to see the group try out a few different formats to see which ones are most practical and useful for members.
PayPal should not be the only mode of payment, if we are to utilize it at all.



## **Appendix B - Proposed Registration and Meeting Policy Changes**

### **SLA Michigan Chapter Virtual Programming Committee Proposed Registration and Meeting Policy Changes August, 2007**

1. Online registration (new policy) – link from website – see sample at

<http://www.slaillinois.org/node/389>

2. Payments

- No mailing of checks (new policy), once online registration is instituted
- No cash (new policy)
- Electronic receipts (new policy)
- No show (new policy)
- Online payment (new policy – optional to members)

#### **Proposed new policies (adapted from Illinois Chapter)**

##### **No-Show Policy and No Cash Policy**

1. In September 2007, the SLA Michigan Chapter will institute our no-show policy. If a member RSVPs and indicates they will pay at the door, and then does not attend the meeting, that member will be billed for and responsible for the cost of the meal. Members will have up to 72 hours prior to a meeting to cancel via phone, email or in writing (unless otherwise noted). After that, the guarantee has been given to the venue and we are responsible for payment. In the case of personal emergencies, requests for exceptions will be reviewed by the Board.

2. In September 2007, the SLA Michigan Chapter Board will institute a no cash policy. Members who pay at the door on the day of an event are requested to use checks or money orders, but not cash. If a member does not have a check or money order with them, we will verify their address and send an invoice after the meeting. This change is to a) eliminate the need for those who check-in attendees at the meetings from having to bring extra cash to make change and b) avoid a program committee member carrying a large sum of money after a meeting.

#### **Committee**

Leslie Burke – Chair  
Vicki Bellon  
Melissa Behrens  
Linda Strand

## Appendix C - Virtual Programming Committee Report to Board

# Memorandum

**To:** SLA Michigan Executive Board  
**CC:** SLA Michigan Virtual Programming Committee  
**From:** Leslie Burke  
**Date:** 11/7/2007  
**Re:** SLA Virtual Programming Committee Report to the Board

The SLA VPC spent the majority of spring and summer working on aspects of the consideration of virtual programming. We kept in mind the funding set aside for the purchase of necessary equipment and software. As we planned for these possibilities, we were asked to also consider electronic meeting registration and payment, which we did. We also did a survey of the membership to get their feelings on whether they would register and/or pay online. The survey also included information that will be beneficial to the Programming Committee.

Linda Stark has presented our recommendations for electronic registration and payment in her treasurer's report.

Our committees recommendations for implementation of virtual programming initiatives are these (to be implemented in this order). If the board approves these recommendations, we will then pursue the purchase of the appropriate equipment to begin these initiatives in order. We will also continue working on the actual implementation of these initiatives (e.g. who will be responsible for the equipment and run it at the meetings).

- a) implement online registration
- b) implement online payment option
- c) serve as liaisons to Programming committee to provide guidelines and requirements for meetings to be able to be presented virtually
- d) pursue WebEx online meeting connections (dial-ins) when the meeting content is appropriate
- e) record and post on SLA Michigan Chapter website (or podcast) meeting content after the fact when appropriate
- f) look into and pursue if feasible, streaming audio-video presentation of meetings

We ask that the Board approve these recommendations, with comments as necessary, so that we may proceed.

Respectfully submitted,  
Leslie Burke  
Chair, SLA Virtual Programming Committee; Chapter Director