



Pittsburgh Chapter

Minutes of the February 10, 2014 Board Meeting

Katz Graduate School of Business - Room 101

Executive Board Present: Margarete Bower, *President*; Eve Wider, *Past President*; Leslie Eibl, *President-Elect*; Rachel Callison, *Secretary*; and Nancy Flury Carlson, *Director*

Committee Members Present: Donna Beck, *Archives*; Rachel Callison, *Web Manager*; Carrie Wardzinski, *Employment*; Chris Heil, *Awards*, Eve Wider, *Awards*

I. CALL TO ORDER

Margarete Bower brought the meeting to order at 6:14 PM.

II. INTRODUCTIONS

Group members all know each other so introductions were not necessary.

III. APPROVAL OF AGENDA

The agenda was emailed on February 18, 2014 and distributed at the meeting. It was approved without changes.

IV. APPROVAL OF MINUTES

Minutes of the December 5, 2013 business meeting at Mellon Institute Library were emailed on February 17, 2013 (Leslie Eibl). Approved as submitted.

Minutes of the September 19, 2013 board meeting were e-mailed on February 17, 2014 (Leslie Eibl). Approved as submitted.

V. OFFICER REPORTS

President: (Bower) Shared following information from SLA Leadership Summit:

- HQ finances are still tight. Passed balanced budget, but membership is not increasing and conference attendance continues to drop.
- BoD is thinking of re-envisioning the annual conference. Possibly offer virtual conference (like San Diego). Talk of selling HQ building; renting will be cheaper. 40% of divisions did not break even. Not sure when chapter allotments will be sent/arrive; amount will likely be same or slightly lower than last year, which was around \$700.
- All factions are brainstorming ways to increase the value of membership; such as: creating prospect list of potential members. Other chapters are keeping track of members due to issues with AMS. Issue with AMS and organizational memberships were discussed; i.e Erie Insurance issue - do we count organization as 1 'member'? or are all 3 librarians members? And what are the benefits of an individual versus organizational membership. All agreed that we (as a group) need to better understand this; i.e. we need more clarity from HQ. People are likely not going to join more than one professional organization, they are shopping around to find best fit..so how can we (SLA) be that?

- Information Outlook is going to become more 'interactive'.
- Kate Arnold's theme as President is "Beyond Borders".
- Organizational (Re)name survey: percentages (pro/con) were very close, but they decided not to pursue this further, at least not in the next few years. Possible restructuring has been - and continues to be - discussed re: chapter cabinet versus division cabinet.
- OCTOBER 1 = proposed/highly recommended as new election date. Which means having a nominations committee in place in the spring.
- Chapters and Divisions have to buy Quicken software; HQ will not provide it from this point forward.

ACTION ITEM: Vision and Mission Vote

Eve Wider motioned to reaffirm both the vision & mission and strategies, but with the addition of the 'the' in front of the term 'information professionals'. Nancy Flury Carlson seconded. All approved.

Past President: (Eve Wider) Nothing to report. Eve indicated she was here to offer assistance in any way to the chapter and board.

Treasurer's Report: (Margarete reported for Carolyn Biglow & Jennie Crowley)

Budget numbers reported are as follows: from December 2013

Estimated Budget: Pooled Fund: (reserve: \$9,667.81 + checking: \$1,127.00)

See attached Treasurer's Report: Appendix I

ACTION ITEMS:

- Determine how to withdraw from pooled fund if we continue to spend money the way we have been spending it.
- Look at bank statements in order to answer the 'uncashed' check (HQ) question -- was that check the missing 2012 allotment?

Secretary: (Rachel Callison) Nothing to report.

VI. COMMITTEE TEAM REPORTS

Member Relations Team

Awards: (Chris Heil) will email report...11 nominations for 5 chapter awards (2013). 22 people attended end of year awards/holiday meeting. Chapter subsidized the event to offset costs. There were no nominations for this year (2014) for the Promising Professional Award. Will we have the award amount of \$1,450 to dispense this coming year? Reminder Past President is member of Awards Committee.

Employment: (Carrie Wardzinski) There will be a slight delay to posting jobs on website.

Membership: (Margarete reporting for Amy Watson).

Due to inconsistencies in the information provided by the ULAS system and the online membership roster, Amy has requested data from HQ. This information has not yet been provided, however once it is, she will create a shared document online with access for the board. Member Survey: *See New Business*

Communications Team

Confluence: (Amy Raimondi) No report.

Discussion List Update: (Amy Watson) DL is tied to the member data, once she updates the data and puts it online, she audits the discussion list to add all members and remove those who have expired memberships, which potentially could become a 'second tab' on this document. Earlier this year, Amy & Eve discussed the idea of sending an email -- not via the list, but to the member emails provided via the directory -- of a welcome to everyone, explaining list access and options based on specific feedback she'd been given by a member.

Archives: (Donna Beck) There are 3 sets of keys to cabinets at Mellon Institute; proposed holders of keys: 1=archivist, 1=@Mellon, 1=president or president elect

ACTION ITEMS:

Student project of identifying important history and possibly scanning original documents.

Web Site: (Rachel Callison) No Report.

Partner & Community Relations Team: (Mentoring, Networking & Consultations)

Student Groups: (Alice Doolittle) has been in touch with student presidents at both schools and has been posting announcement.

Program & Events Team: (Leslie Eibl) will have the Vancouver-themed potluck in March in the Hillman staff lounge. She's been in contact with Dee Magnoni (advisory council). Other suggested program/events were: CCC is visiting Westinghouse in April. 'Beyond the Elevator Speech' + public speaking assistance, go see the new(ish) Sorrells Library, CMU. Possible tours: Google, Theological Seminary, or Iron Mountain.

Consultations: (Nancy Flury Carlson) did a consult with a company and will forward information to Lynn Berard & Denise Callihan

Action Items: Set up a Google Drive account for sharing documents related to programming (Brooke Hyatt set one up)

VIII. OLD BUSINESS

NO OLD BUSINESS.

IX. NEW BUSINESS

Membership Survey: Amy Watson conducted a member survey (2008) when she was president and has offered to assist with another one, if board decides to do so.

Procedures Manual: Discussion occurred regarding update time frames/storing items/procedures for the content of the manual. Nancy Flury Carlson, Amy Watson and Eve Wider indicated that they would look into these activities with a Sept/August deadline.

May Madness Activity. These are related to the Trivia Google Hangouts initiated at HQ level. Will start on April 28, 4014 (with an open-ended 'close' date) – All participating have one hour to answer the question posted. Contact Margaret for more information if interested in doing this activity.

X. ANNOUNCEMENTS

None

XI. ADJOURNMENT

Chris Heil motioned to adjourn at 8:09 PM.

Nancy Flury Carlson seconded.

Appendix I.

SLA Pittsburgh Chapter

Cash Flow Report

Balances brought forward from 12/31/2013

Checking/Operating	1,127.12
Pooled Savings Account	<u>9,667.81</u>
Accounts Total	10,794.93

1/1/2014 though 02/19/2014

INFLOWS

Uncategorized	0.00
<u>Meeting Income</u>	<u>0.00</u>
TOTAL INFLOWS	0.00

OUTFLOWS

Meeting Expenses	0.00
<u>Member Awards (2013)</u>	<u>200.00</u>
TOTAL OUTFLOWS	200.00

OVERALL TOTAL (200.00)

Account balances as of February 19, 2014:

Checking/Operating	927.12
Pooled Savings Account	<u>9,667.81</u>
Accounts Total	10,594.93