



Pittsburgh Chapter, SLA  
Fall Board Meeting Minutes: September 15, 2010 6:00 pm  
The Children's Institute  
1405 Shady Avenue, Pittsburgh, PA 15217

---

**PRESENT:** Donna Beck (Past President), Carolyn Biglow (Treasurer), Denise Callihan, Rachel Callison, Suzan Dolfi (President), Chris Heil (Director), Karen Liljequist, Casey Sirochman (Secretary), Amy Watson (Director)

**NOT IN ATTENDANCE:** Alice Bright, Haley Hodum (President-Elect), Ange Pollis, Brian Steinmetz

- Call to Order
- Approval of the Agenda
- Approval of Minutes from February 22, 2010 Board Meeting held at Panera in Oakland  
*(unable to approve since minutes were not submitted by Secretary)*
- Treasurer/Budget Report (Carolyn Biglow)
- Committee Reports

**ARCHIVES :** (Alice Bright, *not in attendance*) – no report

**AWARDS:** (Ange Pollis, *not in attendance*) – no report

**COMMUNICATIONS:**

**Bulletin** (Amy Watson) – Information about Awards and Elections will be in the December 2010 issue. She has received requests for more Library profiles - which have been missing from newsletter in the past few issues. There is one slated for submission next year (2011). Carolyn offered to do a library profile. Amy's tenure as Bulletin editor will be up at the end next year and someone will need to take on the role in 2012.

**Discussion List** (Amy Watson) – Betsey Tuttle has stepped down. We currently do not have a discussion list manager. HQ prefers that we have a person in place, so Amy has graciously stepped in to serve in this role. Reminder: the list is a moderated list, so Amy has signed up for the manager's list, but has not yet received approval. This means that for now, when someone signs up for the list, she is unable to approve their subscription.

**Web site** (Rachel Callison) – Recent problems with the posting of event flyers was due to formatting issues. Issues have been resolved. Rachel requested that event flyers be sent to her as word documents and she'll create the pdfs. Someone inquired about the SLA HQ calendar of events. Rachel confirmed that this information is on chapter site; i.e. there is a link to this calendar. She also confirmed that the chapter can forward events for inclusion on the national calendar. Rachel suggests that more needs done with the website and that it may be time for an(other) overhaul. Many chapters are using a wiki or a blog instead of web site, which is more interactive (collaborative) and easier to update. If people are worried about privacy in a collaborative environment there are security settings. Basically, chapters & HQ are looking to make web presence/communications more interactive and collaborative. Rachel's tenure for web manager will be up at the end next year and someone will need to take on the role in 2012.

**CONSULTATIONS:** (Denise Callihan) - Denise reports that there have not been any requests recently for consultations. In response to an inquiry about history of consultations, Denise explained that the idea behind consultations was that a company could contact the chapter, and we would have someone go talk to them. She mentions that the chapter has not had one of these in a number of years, except for the ongoing consultation with Animal Friends. Denise recommends that we promote more internships for Animal Friends and should draft a position description. Amy suggested contacting Drexel or Kent State (LIS schools) since this internship could be done remotely. Suzan suggested sending to IT side of SIS. Donna suggested posting it on the bulletin board at Animal Friends. Denise said that there has not been a training session in a while at Animal Friends and that the outreach director will let her know when it is needed to be done again.

**DIRECTORS:** (Amy Watson/Chris Heil) - Chris indicated that she would like assist more with programs by soliciting donations from vendors. She inquired about any constraints chapter has with this practice. There was discussion regarding. It was suggested that we make past donation information more visible to chapter members. Donna has suggested (before) that we might want to have a section on our web site; Rachel indicated she would be happy to create section on web site; she would just need to be provided with the information.

**EMPLOYMENT:** (Karen Liljequist) - Karen raised an issue regarding timeliness of postings, i.e. length of time between posting to our discussion list and posting to our web site. She's been getting both positive and negative feedback regarding postings; ex. of negative is that a job link is a dead link, doesn't work. She mentioned that there already is a disclaimer on the website; i.e. chapter is not responsible for integrity of external links. By the time that things are posted on the web site, job is usually filled. There was discussion about various ways people access job postings, HQ jobs section. Karen clarified the decisions regarding geographic distinctions of chapter job postings. Rachel suggested that new jobs should be sent asap to discussion list and that we can market this as a benefit of membership, i.e. subscribe to discussion list/our members get job postings first. Everyone agreed that job information will be sent to chapter members via the discussion list before being posted the web site. Karen suggested that any new jobs she receives within a week will be sent to discussion list every Friday afternoon. Jobs will then be posted to the chapter's Web site on the first and 15th of each month. Karen will write up a blurb about this change and include it in the first couple of job postings that she sends. . Deb Young (former chair and member of committee) did not renew her SLA membership this year.

**ETHICS & GREEN INITIATIVES:** If a committee is deemed inactive, it can be eliminated if the board so desires. Board voted to eliminate both of these committees.

**MEMBERSHIP:** (Amy Watson) –Amy proposed that since there are members of our chapter that work in areas outside of Pittsburgh (Allegheny County), such as West Virginia, the chapter should conduct a membership survey to gauge interest in virtual meetings, etc. HQ has approved and will pay for online meetings. Amy will gather information regarding our Eastern Ohio and West Virginia members; including contacting HQ to find members not affiliated with a local chapter. For2011, she plans to look beyond Pittsburgh border by building the member profiles in the (wiki) membership directory. For the beta version of the directory, she picked our thirty most active members. Each of the 3 directory team member (Amy Watson, Linda Rachul-Rymniak and Rachel Callison) was responsible for creating profiles for ten members. The project has the potential to be something fantastic and will allow each member to have a profile page with external lists and professional interests. Amy seeks another team member that would work on this with the team, since this is a lot of information to manage. She also said that she was hoping to show this at the October 2010 professional development meeting; however this goal was not realistic. Future vision of this directory is to include listings of all of the special libraries in the region. Ultimately, this project, and the resource itself, could be utilized for a membership drive; as a means to identify libraries that still have a librarian. Amy is still trying to gather information about our chapter members in order to address their needs. She gets a membership update from HQ SLA membership database every month and putting is information into the spread sheet she created for tracking our members more robustly.

**NETWORKING / MENTORING: (OPEN)** - Lynn Berard has indicated that she would like to step down. Amy mentioned that she and Haley recently discussed that this committee appears to not have a well defined role. Haley will look at this for next year during her term as President.

**NOMINATIONS:** (Brian Steinmetz, *not in attendance*) Brian sent out a call for nominations to the chapter discussion list. Board and committee members should contact him if they have any suggestions for nominees.

**PROFESSIONAL DEVELOPMENT:** (Denise Callihan) – Denise discussed the plan for the October event on copyright. She would like to do it during the week in the evening. She contacted Kip Courier, asst. professor as SIS (Univ Pitt) who teaches a copyright course. There is a Lexis-Nexis representative who is possibly intersted in sponsorship; Denise has contacted this representative, but has not heard back. She is going to contact West Law, too. Someone suggested contacting a person at Bayer who deals with copyright issues. Someone suggested having a copyright panel: corporate lawyer, Kip, and copyright manager. More details will be forthcoming. Related to this discussion, Denise mentioned the SLA copyright certificate program in which she is

currently enrolled.

**PROGRAMS/EVENTS:** (Haley Hodum, *not in attendance*). Haley forwarded the following report to Amy Watson: Recent September event (Lynn Berard's presentation on her Doha experience) was at Walnut Grove. Event was well attended and no one wanted to leave. Since we are still looking for student relations chair at this point, the November event is on hold. Along with Ange Pollis and Marge Rhodes, Donna Beck will be involved in planning the December Annual Awards/Business Meeting; past President becomes a member of the Awards Committee

**STUDENT RELATIONS:** (*OPEN*) Linda Rachul-Rymniak has stepped down.

▪ Old Business

**Animal Friends Library** (Denise Callihan) update and call for volunteers was done earlier in meeting.

**Alignment project:** (Rachel Callison) - Due to a time conflict, Rachel was not able to meet with other Alignment Ambassadors at Annual Conference in New Orleans. There will be an update webinar this coming Friday, she plans to attend. There's a call for members to create a video for the alignment portal – you can potentially win a Kindle. Rachel reminded everyone to visit the align(ment) portal since new information about alignment initiatives can be found there.

▪ New Business

**CHAPTER & ALL CABINET @ SLA NOLA (2010)** - Rachel provided a summary of meeting she attended.

- Due to decrease in membership, conference attendance, etc. in 2009/2010, SLA did not reach budget numbers & ended year in deficit. HQ staff was reduced 30%, Short falls & cash flow issue required that CEO be enabled to borrow against pooled funds. With regard to receiving allotments from HQ, please remember that annual & financial reports must be received. Due December 1 - to be submitted by President via survey monkey. Treasurer must submit a financial report by Feb 1.

- Toni Carbo (former chap member/dean of SIS, Univ of Pitt) as co-chair of Information Ethics Advisory Council (SLA) is working on developing a code of ethics. Look for future opportunities for feedback & involvement.

- First Five Years Advisory Council: Based on survey, looking to create workshops on topics such as salary negotiations and tools for networking (LinkedIn, Facebook, etc)

- Membership: Paula Diaz, SLA Membership Director, provided an overview of information/reports that are available to chapters/divisions (when are members lapsed, etc.) In light of financial situation, discussion revolved around ideas to prevent loss of funds, maximize current resources and to share costs: joint programs, leveraging group funds, increase virtual meetings. Related to question of "Who IS SLA?" several people indicated that it would be nice to have a sense of current demographics/make-up of the association.

- Communications: NY Chapter inquired about status of new web site software initiative headed up by Dan Lee (Toronto Chapter) . May go with Word Press as our new innovation and collaborative forum – more information will be forthcoming in the Fall.

Full meeting minutes are @ Chapter Idea Bank wiki: <http://wiki.sla.org/display/CIBWiki/Home+Page>

**OPEN DISCUSSION** (15-20 min) - Donna Beck initiated a discussion regarding the difficulty of filling board and committee positions and the recent resignations. Suzan used the newsletter and website roles as a possible issue example; these roles will need to be filled next year with new people & she'd "not even know where to begin" if she was new to these roles. She suggested putting a "different face on the positions" by polling "everyone that has been a treasure" and come up with job description or commonalities and posting on the wiki or website making sure to include the basic skills needed. Some people responded that you can make (your) role into what you want it to be and that it is good to try different ideas and approaches. Also, there are limitations regarding executive board roles. Although you may do something a certain way for a period of time, the role may change because of external influences. Someone recommended that we see what other organizations are doing with regard to their roles. Perhaps a plea could be sent out to chapter regarding the situation.

▪ Adjournment - At 7:58 pm, Amy Watson moved to adjourn; motion was seconded by Chris Heil