



SLA Michigan Chapter
Two countries. Two states. One
chapter.

SLA MI Chapter Board Meeting Minutes

Date: Tuesday, May 23 2017

Time: Noon – 12:30 PM

The call-in information:

AGENDA

- 1.) Motion made to call the meeting to order by Joel and seconded by Danguole.
- 2.) Members present: Jane Potee, Joel Scheuher, Jennifer Meekhof, Danguole Kviklys, Sheila Bryant,
Regrets: Merle Rosenzweig
- 3.) Joel made a motion to approve the Agenda and Danguole seconded. Joel made a motion to approve the February 15, 2017 minutes, and Danguole seconded the motion.

4.) President's Report – Jane

Communications from SLA Headquarters. Are other members getting Communications in a timely manner from SLA Headquarters?

Danguole – Leadership forum is pushing communication on issues and other important items.

Jane will not be attending SLA in Phoenix.

The SLA-MI stipend for students attending SLA is \$500. Although it is too late to get an announcement out and award the funds for this year, information about the stipend will be put on the website for next year's conference.

Joel mentioned that the students will have to submit an online application and write a short essay. It is open to students active in the chapter and they will have to show evidence of contribution to the chapter.

The criteria for the award will be reviewed and deadlines will be established. The information will be placed in the newsletter and on the website. We need great candidates and a student liaison for the committee. Jennifer is the SLA MI chapter liaison for the Wayne State, unfortunately it is not very active.

Jane will follow up with Judy.

Midwest annual conference SLA Meetup in Phoenix details below:

Deanne Fix, President of the St. Louis Metro Chapter, has found us a place and made a reservation.

Date: Saturday, June 17th

Time: 6:30 - 8:30pm

Place: Rose & Crown Pub

Address: 628 East Adams Street, Phoenix, AZ.

(Less than a 10min walk from the Convention Center)

Anne Herron has been doing a great job in following up with SLA MI Members and those members who have not renewed in 2017. I've also been making contacts as follow up to her emails in several cases.

5.) **President-Elect/Program Chair Report - Danguole**

Completed events

April 12, 2017. Who's Hiring?

Attendance: 15 onsite; 10 online

Total Cost: \$601.16

Panel member honorariums: \$XXX

Catering: \$376. 16

Facilities: Free

Video capture: Free

Registration fee intake: \$275.00

15 x \$15 = \$225.00

10 x \$5 = \$50

Difference: - \$ 326.16

Forthcoming Events

June 8, 2017. Data Analysis and Visualization Tools with Mari W. Buche

University of Michigan – Dearborn. Speaker and space secured. Registration ongoing.

Costs

Speaker Honorarium: \$X; \$250 travel expenses

UM – Dearborn facilities: Free

Catering: Meeting fee \$20; Hope to get catering costs to \$15

EBSCO Sponsorship: \$500. Thank you Joel Scheuher

Recommendation to the Board

- Work on more definitive guidelines for honorariums and gifts. Contact SLA Headquarters or other member sites for suggestions. Request a volunteer to work out the details and draft guidelines
- Consulted the local chapter of the Project Management Institute who host monthly events. They do not have any firm policies on honorariums. Usually pay for speaker travel expenses and hotels. Give \$100 plus gift

PROGRAMS IN PLANNING

July (8th, 15, or 21) - Saturday morning - about 10am or 11am.

Detroit Public Library Architecture tour. Jennifer Dye is helping with arrangements.

Friends of the DPL conduct the tours and she is waiting for their response. Special collections librarian contacted for archival tour but only willing to show us the items in the displays.

Sept 23, 30/ or Oct/7 – Saturday

Michgian Archive tour (Danguole is working on arrangements)

- Randy Dykhuis suggestion
- Opportunity to meet SLA-Michigan members living the area
- Contacted Mark Harvey, State archivist for assistance in making arrangements

November. Date to be determined. Location: Ross School of Business.

Topic: Designing visually effective and attractive presentations. (Ross School of Business Communications Dept)

Holiday Party: Dec 2 or Dec 9th

Need a volunteer to do the venue selection and planning

March 2018. TBD

Secretary's Report – Sheila

No Report

Treasurer's Report – Meryl

Treasurer's Report – Meryl

Balance of Accounts detailed below as of April 30, 2017:

- Business Checking: \$15,465.87
- Business Savings: \$4,430.19
- Total combined: \$19,896.06
- SLA- INVESTMENT ACCOUNT: \$7,796.05

I have since added \$322.02 from paypal from the April 12 Who is Hiring event.

By the way, this event was a loss for us. It cost \$601.16, and we brought in \$322.01, so we lost \$279.14 (not a big deal, just noting it).

Director's Report – Jennifer M.

Open positions for 2018 nominations are: Pres-Elect, Secretary, and Director. I will be asking for nominating committee volunteers soon and getting the word out to find new candidates.

Worked with Joel to discuss and to identify parts of Recommended Practices that will need to be updated following the recommended changes to Committees and Officer positions. Joel is planning on updating the documentation, following our conversation.

Other Reports/New Business

Joel – Bylaws

Joel met with Jennifer M. to look at the Bylaws and talk about Recommended Practices. The chapter recommended practices from SLA – the new template has not be completed, it should be updated by the end of May. Joel will wait to see what the new if any changes have been implemented. He will contact Randy D. to review the updates.

Dee made a motion to adjourn the meeting, the motion was seconded by Joel.

Meeting Adjourned – 12:31pm

Respectfully Submitted

Sheila Bryant
SLA Michigan Chapter
Secretary (2017)