



Pittsburgh Chapter, SLA  
Minutes of the 2010 Winter Board Meeting  
Panera Meeting Room. Forbes Ave. (Oakland)  
February 22, 2010 | 6:00 pm

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**Attending:**

Donna Beck (past-president), Carolyn Biglow (treasurer), Denise Callihan, Rachel Callison, Suzan Dolfi (president), Chris Heil (director), Haley Hodum (president elect), Karen Liljequist, Linda Rachul-Rymniak, Casey Sirochman (secretary), Brian Steinmetz, Amy Watson (director)

**CALL TO ORDER & INTRODUCTIONS**

Meeting was called to order at 6:27 pm

**APPROVAL OF AGENDA**

Rachel Callison approved  
Amy Watson seconded

**APPROVAL OF MINTUES: FALL BOARD MEETING: August 13, 2009**

*Minutes were distributed*

Chris Heil moved to accept minutes. Rachel Callison seconded

**APPROVAL OF STRATEGIC PLAN 2010**

Donna Beck mentioned that it was revisited and should be approved again by the executive board. Suzan did a draft and passed around for everyone to review. Board to reaffirm the Vision & Mission - Revised/examined in 2009.

Amy asked if we can vote on approval of the strategic plan and explains that it is just a guideline and not really set in stone. All of the executive board approved the minutes.

*Discussion List* Brian asked to place on the list serve a book drive with Mary Stacy of WIPLA. It was mentioned to not send out announcements of the list serve that are advertising for personal or companies. Announcements should be library related. GPLC and have past experience and worked with them and number were involved for many years and they moved on at one point. When start promoting other things and start moving away from other areas and going outside association. We have to be very careful with contacting headquarters and getting approval. It is a fine line between an advocate group of the SLA and a group of librarians that love the same types of hobbies.

*Information literacy through college program*- Evidence based library and information practices has a peer reviewed journal and makes contributions to an English language journal and looking for volunteers to review the articles and get credit on journal article. Denise commented that she thinks of this possibility as more of a sees mentoring role than one of authorship. She suggests someone doing this that wants to break through and write something. It would fall under a mentoring role and how the link is made and you are doing proof reading. Contact Suzan if you are interested in this project.

**TREASURER REPORT** (Brian Steinmetz - Carolyn Biglow)

Suzan asked how bad the chapter was in regards to funds. Brian said last year had \$9,969.29 and last 2009 up to \$10,322.89.

Cash flow- dues allotment income \$3,600 meeting experiences \$1,900 and misc experience \$2,300 neg. \$578 did not get any sponsorship. One thing with vendor requests is to be clear what we are promising them. Some guidelines not allowed having sales pitches at meetings.

Suzan asking about money – \$3,000 actual in checking account and \$7,000 in pulled fund or emergency fund and association set it up and get interest on money and headquarters will make these decisions and ask for money and need to keep cushion there in case they have a need and \$10,000 is a comfort zone and we are not making money from our members. The chapter is going to need to be creative this year because of the money issue

especially since we are a non-profit organization. Brainstorming ideas for fundraisers such as bake sales and can't have a game of chance.

There are problems with national membership directory and Lynn is coming back. Donna is here to be a mentor for our chapter and some interest in being a host and outreach position. She is not the networking chair.

*Budget 2010*- not going to be in the black and there is a real need for sponsorships from vendors. In the past, the chapter would have six meetings with 25 attendees and get \$1,557 dollars in sponsorships. This is still assuming that the awards are still being able to be offered. They have conducted a survey that the core people were mostly in Pittsburgh, PA and always worth doing a satellite. Amy is going to visualize the membership for us to see where everyone is mostly located.

To sum, everyone has to earn money this year and the budget is very open. Need more members in general and get more dues allotments from HQ. There are new due structures for each member. Amy asked if there would be a vote to approve the budget. Reflect that we need to fund ourselves on programs and try to cover remaining expenses.

Required by SLA to keep past receipts for seven years and from a records management perspective and shred everything prior and have annual reports and midyear reports from 1967. These annual reports should be put in the archives filed with Alice.

## **COMMITTEE REPORTS**

### **Archives** (Alice Bright)

Nothing to report at this time. Ange Pollis provided some SLA pins that she collected over the years to be placed in the archives.

### **Awards** (Ange Pollis)

Ange solicited nominations for the awards. All of the awards were presented in December 2009. The Promising Professional Award has been presented to Haley Hodum. The granting of the 2010 promising professionals award will be announced on March 1, 2010 and nominate chapter members for the national awards and align with HQ. Issues to discuss would welcome feedback and suggestions for annual awards banquet.

### **Communications:**

#### **-Bulletin** (Amy Watson)

Mentioned there will be three issues this year. Be aware that 30 day out will be requested to do a column for each. News about what people are up to and very rarely do people give each other gossip and always looking for libraries and people to be profiled. Wondering about sponsorships and advertising and have established guidelines and want to put advertising in *Confluence* instead focus on sponsorships. A lot of people would want to advertise and get frequent comments that are positive. Mostly library vendors would want to advertise and this is something to keep in mind. Discussion for advertising for Pitt versus CMU could get sticky and two years ago AIP advertised heavily for advertising with *Confluence*. Someone asked about classifieds and Amy feels it is a disservice to members. Denise mentioned about putting information about personal services.

#### **- Discussion List** (Betsey Tuttle)

Working on SLA member only list and have to be a member of SLA and monitor it monthly. If they are not active, they can reactive through HQ than boot you of list serve. When first looked at it had 50/50 shot of member to non member and increased through 25%-75% and has a welcome to join the list serve and thinking that it is a key factor to discussion list and it is pretty quiet.

#### **- Website** (Rachel Callison)

Rachel provided an overview of discussion that took place at leadership summit with regard to branding and consistency of all SLA web sites. Daniel Lee (BoD of SLA) has submitted a proposal to HQ with regards to look, feel, functionality of (future) site and shared this with web managers via listserv. (Our) chapter website is due for a face lift and will wait to see what direction HQ decides to go before we do anything. Discussion to date indicates that (divisions/chapters) still want own identity/control over some aspects of look/fee of sites. Wondering about content on the website and the need to take it down and revise it.

**Consultations** (Denise Callihan)

Received no consultations and defaults to animal friends update given in 2009 and no update in 2010—Denise would like to know if we are planning on continuing this relationship. They still need to have the library and it needs to be sustainable from us. We have several internships over the past years and will put out another request and see if we can stimulate. She suggested creating a standing advertisement in the *Confluence* for Animal Friends.

**Directors** (Amy Watson/Chris Heil)

Nothing to report at this time.

**Employment** (Karen Liljequist)

Karen asked if there is value for employment listing and everyone agreed that it is very helpful. She mentioned that finding feeds is difficult but actually added some other feeds to find information. Planning on coming this year in DC chapter for book tour and soon has something in mind would like to talk wrote columns on Peter Druker. Bruce Rosenstein wrote book about Drucker and is willing to come for an event for the chapter. This event could be a money maker and have to watch who you invite and charge more for events. Active in MLA in professional recruitment and retention committee. One the honors and awards committee for MLA—Carolyn is on it.

**Ethics** (*OPEN - Sallie Smith has resigned*)

Do not have to worry about it and no one else does anything with ethics. In 2008, had done something with Dr. Toni Carbo and still in touch with her but did not hear back from her. Did have an ethics event and had a great event and speaker. The committee is inactive at the present time.

**Green Initiatives** (Eve Wider)

No report. Discussion regarding continuing with this committee in 2010 ensued. All agreed that we'll continue to think green & ethically. It was agree to disband this committee.

**Membership** (Amy Watson)

Amy, Linda and Rachel are working on getting the membership directory up in the wiki since this format lends itself to easier management of this information. The old directory had HTML files for each library and people. Ideally, they would like to get skeleton version of this by Fall 2010. Wiki allows individuals to update their own data, so everyone is responsible for its accuracy.

**Networking/Mentoring** (*OPEN - Lynn Berard has stepped down*)

Some questions were brought up concerning differences between networking and mentoring ; i.e. should this be separate and/or combined committee? Externally working with other organizations and doing activities together. To gain more members and widen network—most divisions have mentoring committee and to take other members under their wing. Suzan will just advertise for networking chair.

**Professional Development** (Denise Callihan)

She had an idea for March and because of the snow things did not work out. She will now focus on the fall program and was thinking about copyright. She also mentions suggestions for professional competencies' and running business meetings. Denise will follow up with copyright folks but he will not now. We could maybe get Dr. Kip Currier, SIS faculty advisor, to talk at a copyright event.

**Programming/Events** (Haley Hodum)

Thank you for suggestions from several members present. Do we want to have two? Haley plans to stick with Denise's program. Run into road blocks and sounds like a great program and pretty locked in and how it is set up. Haley will follow up with Trisha about the RIC event. Haley plans to entice vendors the sooner that you know events.

**Student Relations** (Linda Rachul-Rymniak)

Very interested in having an event "Day in the Life Of Event" and very interested in having a meeting at Clarion and Pitt. So maybe put the word out for volunteers that would be willing to go out and talk with student groups about this event. Each year do a panel at Pitt and Clarion and go no volunteers to going up to Clarion, PA. Casey mentioned to offer web cams and be able to watch and make available on Face book, etc. Some long distance options could be explored. Will ask Lynn for a long distance virtual experience and Donna will help as well reaching the distance students.

## **OLD BUSINESS**

-Handling vendor requests/sponsorship

Amy will send out information as to who has sponsored us in past. Many of our vendor contacts have been our own chapter members. Guidelines would be great.

-SLA HQ/Alignment Project

Suzan Dolfi & Haley Hodum mentioned what was discussed at the Leadership Summit in St. Louis. Vote to change the organizations name did not pass.

## **NEW BUSINESS**

- Advertising in the *Confluence* - Vendor advertising and meeting sponsorships:

Fees charged for vendor ads in the *Confluence*. Any restrictions on size, content of ads? How payment is made?

Vendor sponsor opportunities for any events this year

## **ANNOUNCEMENTS**

- Continuing Education and volunteering

- New ideas for events and volunteer/charity work.

-*EBLIP* seeks Writing Assistants

*Evidence Based Library and Information Practice* seeks volunteers to be part of a newly established Writing Assistance Team. Members of the team will offer writing assistance to non-native English speakers who submit promising papers to *EBLIP* but which need revision in terms of grammar and general clarity of language. *EBLIP* Editors will refer authors to a member of the Writing Assistance Team on a case by case basis. The team will provide writing support that improves the quality of English and fluency of the paper, thus enabling the copyediting process to proceed more easily. Writing Assistants will be acknowledged in published submissions.

- Volunteers are needed for the Animal Friends Library

## **ADJOURNMENT**

Motion to Adjourn by Donna Beck

Seconded by Amy Watson

*Draft minutes were taken by Casey Sirochman ; minutes were submitted to Board and approved based on recommended edits; minutes were then reformatted and edited by Rachel Callison based on those recommendations.*