



**I. CALL TO ORDER**

Ryan brought the meeting to order at 1:03 pm.

**II. APPROVAL OF AGENDA**

The agenda was emailed prior to the meeting. Rachel moved to approve the agenda, and Lynn seconded.

**III. APPROVAL OF MINUTES FROM December 14, 2017 Annual Business Meeting at Sorrells Library, Carnegie Mellon University**

Eve moved to approve the minutes from the 2017 Annual Business Meeting, and Denise seconded.

**IV. OFFICER REPORTS**

**A. President (Splenda):**

SLA HQ Update - Open Board Meeting:

- Registration for 2019 Annual conference (Cleveland, June 14-18) will open in early December.
- Still accepting abstracts for "[Contributed Papers](#)" presentation at SLA Annual – send to Will Sweet by December 14.

SLA Financials – As of September 30, 2018:

- Expenses \$2.4 million (slightly under budget)
- Revenue \$2.1 million (budgeted for \$2.5 million)
- Profitability – net loss of \$284K
- Membership – 4,100+
- Fundraising – \$834K YTD
- There was a webinar in December about unit financial reporting.

Unit Website Migration Update:

- 83 sites have migrated, and 64 are in progress.
- Several units have not been heard from yet (14-15).
- The old sites will be gone by March of 2019.

Other updates:

- Registration for SLA Leadership Symposium (Jan 20-22) in NOLA still open.
- SLA 2020 Annual Conference – Charlotte, NC at the Charlotte Convention Center.

## Pittsburgh Chapter updates:

- Have 46 total members (5 student).
- Added 9 new members throughout the year (3 student).
- Successfully held elections in November for President-Elect, Secretary, and Director.
- Filled webmaster (Kiera) and archivist (Bryan) positions.
- Surveyed the membership to help guide future events and programming.
- Held 2 webinars this year, Blockchain & Libraries in March, and Data Visualization in October. Both were done in conjunction with our friends from SLA Philadelphia. This was the first-time doing webinar events with another SLA unit.
- Approximately 11 members attended 2018 SLA Annual Conference in Baltimore, MD. We bonded with the SLA Philly folks and got our name out there.

## Events:

- March -> Mock Interview with students at SCI; 10 people attended and 7 chapter members volunteered (Ryan, Eve, Denise, Deb, Lynn, Margarete, Leslie).
- March -> Blockchain webinar with SLA Philly; over 100 people registered but there was an issue with Go-To Webinar and only 100 people could attend.
- May -> Escape Room event (Carnegie's Millions game); 7 people attended.
- June -> SLA Annual Get-Together in Baltimore; 10 people attended.
- August -> Coffee Chat in Greenfield; 6 people attended
- September -> Apple Picking at Triple B Farms
- October -> Data Visualization webinar with SLA Philly; 80 people attended

Ryan gave his farewell. He thanked the executive board, nominations committee, and planning committee. He's grateful for what everyone has accomplished. He loves this chapter and is a better person overall from his experience as president. He will fill out the unit's annual report by December 15.

### **B. President-Elect (Crowley):**

Jennie was unable to attend so Ryan gave her report.

### 2018 Events Recap:

- We had eight events this year including the annual business meeting. We tried a few different strategies to increase member attendance including planning events outside of Oakland, co-hosting webinars, and scheduling weekend events. We had an average of seven members at our in-person events (does not include today's meeting).

Jennie would to thank Kiera, Leslie, and Denise for their hard work during this year's nomination process. Congrats on a successful election! She also would like to thank Rachel, Eve, Margarete, Liz, Stefanie, and Ryan for planning this year's annual business meeting and a special thank you to Mary Callison for graciously hosting our chapter. A big thank you to Ryan for his dedication, time, and guidance. She really appreciated all his help with the events that she was unable to attend in person. She looks forward to working with Ryan and Stefanie next year!

### **C. Past President (Wardzinski):** No report

### **D. Treasurer (Glotfelty-Scheuring):**

Olivia was unable to attend so Ryan gave her report.

#### Checking Account

- No change in balance since August meeting.
- Current balance is \$3,041.83.

#### SLA Pooled Fund

- Per Q2 statement, \$26.12 in losses so balance is now \$7,379.20.
- Next Pooled Fund report will be sent on or before March 31, 2019.

Total Assets/Liability & Equity: \$10,421.03

Net Income: For 2018, our net income is \$405.68 (\$568.90 dues allotment minus two checks for meeting expenses and Pooled Fund losses.)

#### Questions Answered

- It was clarified that our dues allotment of \$568.90 did NOT have the \$50 web-hosting fee deducted, as is correct for units selecting Option 2.
- We have enough money for awards and other activities.

#### Treasurer Activities & News

- Working on required annual financial report – due in February per SLA.
- SLA recently updated the QuickBooks software, so Mac users needed a new file link.

**E. Secretary (Hogan):** No Report

## V. COMMITTEE TEAM REPORTS

### A. Member Relations Team

- **Awards (Bower):**

Margarete reported that Liz Hogan was given the Promising Professional Award and Kiera Mudry was nominated for the Leadership Award for taking on the roles of webmaster and secretary.

- **Employment (Glotfelty-Scheuering):**

Olivia was unable to attend but she reported before the meeting that all is going well with the employment posts.

### B. Communications Team

- **Confluence (Poljak & Hyatt):**

Not able to attend but shared a thank you before the meeting to those who submitted articles and photos for the recent summer/fall issue, especially Denise who wrote two articles. A call for winter issue articles expected in early 2019.

- **Archives (Brown):** No report

- **Website (Mudry):**

Kiera was unable to attend. Before the meeting she submitted an update on the web migration. She was hoping to be finished by December 1 but is still working on it. Others at the meeting reported that the migration is a third of the way done and that Kiera is doing a

great job of navigating her way through a messy and frustrating process. Our chapter site should be fully functional in the new system by early 2019.

- **Social Media (Maclin-Hurd):**

Stefanie reported that social media is going well, and we have new followers on Twitter. Ryan is our biggest retweeter and we have had a few interactions with CMU and Carnegie Library. Olivia is in charge of Facebook and that is going well, too. We are not on LinkedIn at this time.

**C. Partner & Community Relations Team**

- **Mentoring, Networking & Consultations (Callihan & Berard):** No report
- **Student Groups (open):** No report

**D. Program & Events Team (Crowley):** See President-Elect report

**VI. OLD BUSINESS:** None

**VII. NEW BUSINESS**

Congratulations to newly elected officers!

**VIII. ANNOUNCEMENTS**

Congratulations to Olivia on getting married!

Congratulations to Ryan on getting married!

Congratulations to Jennie on new baby!

Congratulations to Lynn on her retirement!

**IX. ADJOURNMENT**

Margarete made a motion to adjourn at 1:38 PM, and Lynn seconded.