

**Biomedical And Life Sciences Division
Special Libraries Association
Outgoing Board Meeting
5 June 2004
Nashville
Sponsored by Humana Press**

Present: Peggy Jones (Incoming Chair/ Acting Chair for Nancy Stimson. BioFeedback report for Jonathan Nabe and Carolyn Mills, Awards for Julia Perez, Contributed Papers for Catherine Hanson-Tracy, Fund Development, Student Relations/Career Guidance for Bruce Smith, Medical Section for Bonnie Stephenson), David Duggar (Bylaws), Ruth Gustafson (Natural History Caucus for Steve Johnson, IAMSLIC Liaison), Barbara Hedges (Professional Development), Susan Kendall (Vendor Relations), Claudia Lascar (Public Relations, MLA Liaison), Irene Laursen (Membership), Laura Osegueda (BSDNET-L), Laurie Scott (Director), John Tebo (Treasurer and Archives for Dottie Riemenschneider), Anne Turhollow (Secretary), Tom Turner (Nominations and Elections), Janet Weiss (Nashville Program), Christina Woodward (Toronto Program), Lorri Zipperer (Publications)

I. Call to Order

Peggy Jones called the meeting to order at 6:30pm.

II. New Business - Lorri Zipperer

[Taken out of order due to meeting conflicts for Zipperer] Zipperer presented her outline for Endowment Fund Grant proposal, which is due August 1. Proposal is based on work done on systems thinking under the auspices of the Division. Division would provide personnel support for website and content review--there is no outlay of funds required by the Division. Zipperer and colleagues have developed a benchmarking tool for librarians to assess their personal systems thinking behaviors. The Endowment Fund is used for education and awareness, not for research, so research is only a small part of the proposal. Zipperer will be at the incoming board meeting for a longer discussion. The CE course being offered is not the same as the proposal. All questions on the proposal should be directed to her.

John Tebo asked if the proposal should be discussed at the annual business meeting. Tom Turner pointed out that the proposal has not been seen by the membership, so it should be a board decision. The proposal was approved.

III. Approval of minutes from New York City - Peggy Jones
Minutes of the incoming board meeting were approved.

IV. Ratification of Executive Board votes - Jones

A. DBIO Distinguished Member Award - ratified.

V. Treasurer's Report - John Tebo

The annual report was submitted at the end of January; Tebo ran another report on Friday, June 4 to reflect vendor donations. The division has current assets of \$54,632.27. These will diminish greatly once the conference expenses have been paid.

VI. Director's Report - Laurie Scott

She had a quiet year. The coming year, Scott will be converting the Division's Procedures Manual into the new Recommended Practices and working with the Bylaws Committee to make sure items in the Bylaws that were not in the Governing Documents are put into the Recommended Practices.

VII. Appointed Positions' Reports

A. Archivist - John Tebo

Tebo will be the new archivist.

B. BioFeedback - Peggy Jones

BioFeedback has gone completely electronic. Four issues were published last year. The publication is now a moneymaker for the Division. The new editor will be Susan Kendall. It was suggested the newsletter should be redesigned with a new logo and layout. Irene Laursen suggested a contest for the new logo. Tebo wondered if members might not see that newsletter since it has gone electronic and not all are on the list serve. Mills and Nabe will send print copies to those members who need them. Tebo mentioned that all members should receive a notice on the Division announcement list serve; however that list has not yet be set up and will be delayed due to the recent attack on the SLA server.

C. BSDNET-Laura Osegueda

She needs to examine the differences between the list serve software at North Carolina State University and SLA to determine which will be more secure from attacks and to minimize problems to subscribers. There will ultimately be two list serves; one for announcements to all members (with

an option to "opt out") and one to continue as the general discussion list for the Division.

VIII. Committee Reports

A. Awards Committee - Jones for Julia Perez

The Awards Committee is looking for ways to better identify members and their activities. They have been asking members to send CV's and updates of their CV's to the Committee. This will be discussed in greater detail at the Incoming Board meeting on Wednesday. The question was raised of who is asked to send in their CV's. Claudia Lascar asked if there was a role for the Public Relations Committee in this. There is a gray area between Public Relations and Awards. The Public Relations Committee only collects information about members' publications. It was suggested that the Committees for Awards, Public Relations, Membership, and Publications should discuss areas in common and how to coordinate this work. It was recommended that the editor of BioFeedback be included in these discussions as well. One area where we would like more information on members is their local and regional work.

B. Publications Committee - Lorri Zipperer

Fourteen book reviews were written for 23 books received by the committee. The Committee's website has been updated. It was moved and seconded to approve funds to buy and ship books for review. Zipperer asked to be notified by reviewers when they receive a review copy from a publisher.

C. Bylaws Committee - David Duggar

Duggar distributed copies of the old bylaws and the new governing documents. The governing documents were approved in January and went into effect in February. Eleanor MacLean can answer all questions. It appears that the word "bylaws" was simply changed to the phrase "governing document." The remaining changes were sections that were deleted. We need to look at the SLA Recommended Practices and move our procedures manual and the deleted bylaws sections into the division's recommended practices.

D. Contributed Papers Committee - Jones for Catherine Hanson-Tracy

Catherine Hanson-Tracy will rotate off the committee; Barbara Butler and Todd Hannon will remain. The committee needs two additional members. The theme for 2004 is "Beyond Information Literacy: Teaching Old Dogs New

Tricks." There will be two papers: "Managing Nostalgists: Extending Information Services Infrastructure" by Geeth Vijay-Rao of Bayer HealthCare and "Partnerships in Instruction: Teaching Dogs Old and New, Near and Far" by Michele Tennant, Amy Buhler, Nita Ferree, Barbara Francis, Peggy Hsu, Rae Jesano, Beth Layton, Nancy Schaefer, and Pamela Sherwill. The theme for 2005 will be announced at the Business Meeting on Tuesday.

E. Fund Development Committee - Peggy Jones

The Committee raised \$16,000 for this meeting. Funds that came in after the Committee's annual report was written are \$1500 for ACS and \$1700 from Elsevier. A thank you to Humana Press for sponsoring tonight's dinner meeting. There are several other vendors who are not listed in the program; these include Sinauer Associations (\$100 plus books for the CE course on Phylogenetics) and Bentham. The print program deadline is March 15; only a verbal commitment is necessary for inclusion. Three members will leave the committee: Renee Bush, Michele Tennant, and Eleanor MacLean.

F. Membership Committee - Irene Laursen

SLA Headquarters was slow in producing lists; the website redesign was one of the reasons. Unfortunately the person responsible at HQ for producing the list has just left. Laursen will spend the rest of the summer sending out membership letters to the new members. At the end of March there were 746 members, the same as last June. 18 anniversaries (20-45 years) will be honored at the business meeting. Laursen will need two more committee members. The list of new members is on the website; Laura Osegueda may write a welcome letters. They will also check with HQ to see if Steve Abram's tips for first time conference attendees can be sent to new members.

G. Nominations and Elections Committee - Tom Turner

This was the first time for the single slate. Laura Osegueda is the chair-elect and Eleanor MacLean is the new Treasurer. Ruth Gustafson will be the incoming chair of the Nominations and Elections Committee; she will need two new members. Because of New York state laws (where SLA is incorporated), electronic voting is not possible. The committee will explore the possibility of a voice vote at the annual business meeting. In addition because of the single slate, a procedure for what happens when the slate is rejected is needed.

H. Professional Development Committee - Barbara Hedges

DBIO is sponsoring two CE courses and co-sponsoring a third. On Saturday, "Phylogenetics and Systematics for Information Professionals: Science and Resources" was taught in the morning by Michael Miyamoto and Michele Tennant; there were nine students. Seven attended the afternoon course on "Basic Immunology for Biological Information Professionals" taught by George McGregor. On Sunday, we will co-sponsor with the Engineering Division, "Systems Thinking for Librarians" taught by Rebecca Corliss and Lorri Zipperer.

The Thursday trip to Cheekwood Botanical Gardens and Sculpture Trail is scheduled for an 8:45 a.m. bus loading with a 9 a.m. departure and a 1:30 p.m. return. People will be able to bring their luggage along and taxis will be available to take them directly to the airport. A three-course lunch is scheduled for 11:30 a.m. 28 people were signed up as of Wednesday; there is a maximum limit of 47. Gaylord Orpyland's onsite contractor is handling all field trips.

A single evaluation form exists for the conference; it is printed on lime green paper.

I. Public Relations Committee - Claudia Lascar

As usual the Committee solicited members for notice of their publications. The website was redesigned to incorporate the new SLA links. All previous contributed papers plus abstracts of the 2004 papers are available.

J. Students Relations/Career Guidance Committee - Jones for Bruce Smith

Delays in obtaining lists of student members were due to glitches at headquarters. Hadiya Drew will be the new chair.

K. Vendor Relations Committee - Susan Kendall

Four members on the committee is a good size.

L. Nashville Program Committee - Janet Weiss

The schedule for the conference was distributed. In addition clown noses were passed out for the stress management session on Tuesday morning. Board members were asked to sit in the front row. All continental breakfasts will include scrambled eggs at SLA's expense.

The counts for ticketed events are 89 for the Academic Round Table, 50 for the Meharry trip, 60 for the Vanderbilt trip, and 60 for the annual business meeting.

The West Nile program had to be cancelled due to the speaker being sent to Uzbekistan as part of her work for Homeland Security. The Audubon program and luncheon will cost \$26.

There was a round of applause for Weiss and one for her committee.

IX. Medical Section Report - Jones for Bonnie Stephenson

The Medical Section meeting and reception will be offsite at the Meharry Medical College. It was suggested that a longevity list for the section be started.

X. Liaison Reports

A. MLA (Medical Library Association) - Claudia Lascar

Lascar attended the annual meeting of MLA; details are found in her annual report. She would like to establish a permanent column in Biofeedback to report on MLA. A new liaison will be needed as she is ending her term.

B. ASIST (American Society for Information Science and Technology) - John Tebo

The Information Architecture Summit was held in Austin, Texas in February; the annual meeting will be Providence, Rhode Island in November. Keynote speakers are Tim Berners-Lee and J.C. Herz, author of "Joystick Nation." They are creating a digital library for their Journal and other publication. Please see his annual report for additional details. Tebo is looking for a replacement; Louise Worthingham of MIT was suggested.

C. IAMSLIC (International Association for Marine Science Libraries and Information Centers) - Ruth Gustafson

An African regional group has been formed; they had their first meeting in Ghana. A web page has been developed for the Latin American regional group. The 2004 conference will be in Hobart Tasmania; Gustafson has had a paper accepted and she will be sending out a survey to members to assist with the paper. The 2005 conference will be held at FAO Fisheries in Rome, Italy. The association is looking at two major issues: the creation of a digital library and the aging of the IAMSLIC membership (the topic of her paper.)

D. SLA International Relations Committee - Jones

Nothing to report.

XI. Natural History Caucus - Gustafson for Steve Johnson

There has been concern about the demise of the caucus, but five new members have joined. There will be a business meeting on Tuesday afternoon.

XII. Old Business/New Business

A. Governing Documents and Recommended Practices

This was discussed earlier in the meeting. Scott will work on these through the coming year.

B. Communities of Practice

This mode of communication needs to be investigated further; it might be possible to incorporate in our web redesign. It was also suggested we look into this a possible recruiting tool.

C. Toronto 2005 Program - Christina Woodward

The committee is planning for four sessions and the division is co-sponsoring an additional seven. The ideas/programs include: Winner's Circle of Websites, professional updating (a co-sponsored program), e-content management, impact of the mass media on consumer health, SARS (since the meeting is in Toronto), science as business, and Quirks and Quarks, a radio science program in Canada.

Co-sponsored sessions may (or will) include: Open Access, the Academic Round Table (Chemistry Division is the lead),

SARS and other diseases that have moved from zoonoses to human diseases, the Technology Petting Zoo (Sci-Tech Division is the lead). The contributed papers session will focus on digitization projects.

The deadline for call for proposals for continuing education courses is August 15. (Side note: Janet Weiss is the incoming chair of the SLA Professional Development Committee.)

A number of ideas for field trips have been proposed. They include the Toronto Zoo, Royal Ontario Museum (but will depend on the stage of reconstruction), Royal Botanical Gardens, Mississauga Rhododendron Gardens, the Toronto islands, McMichael Canadian Art collection, Environment Canada Library, AstraZenaca, CBC, and the University of Toronto Gerstein Library. It was admitted that some of these are off scope or limited in appeal.

Possible speakers are Jane Jacobs, and the speakers for the SARS programs have been identified.

The planning committee meets tomorrow at 7 p.m. in the Magnolia Lobby.

XIII. Announcements

None.

XIV. Adjournment - Jones

The meeting was adjourned at 9:45pm.

Submitted and revised on 29 June 2004 by Anne Turhollow, Secretary.