

Saturday, June 13, 2009 SLA/DBIO Board and Advisory Council Meeting

Saturday, June 13, 2009; 5:30 - 7:30 p.m.

Renaissance Hotel, Meeting Rm. 5, Washington D.C. Meeting Chair: Jean E. Crampon

Attendees (based on sign-in sheet): Executive Board and Advisory Council: Dorothy Barr; Barry Brown; Tara Cataldo; Jean Crampon; Nancy Dickenson; Thomas Harrod; Chris Hooper-Lane; Susan Kendall; Gillian Kumagai; Claudia Lascar; Carol Lepzelter Berry; Eleanor MacLean; Nalini Mahajan; Jonathan Nabe; Diane Schmidt; Tony Stankus; John Tebo; Michele Tennant; Dean Walton

- ❖ The meeting was called to order by **Chair Jean Crampon**
- ❖ The minutes from last year's Board Meetings were approved without any changes.

- ❖ **Finances:**
Treasurer **Jonathan Nabe** distributed a mid-year report of finances and indicated:
 - The division is currently solvent
 - But that the last two years had deficits and urged us all to watch expenditures carefully.
 - Investments are down.
 - Conference expenses are high.
 - There is not much decline in sponsorship and that may be due to the top 100 journals event (with all tables sold).
 - This year we may need to use some reserve funds.

- ❖ **Actionable suggestions and notable announcements included:**
 - The Contributed Papers procedures need to be revised.
 - The Division needs a *Facebook* presence.
 - The Division should not have any more open houses.
 - Vendors have cut back in advertising in *Biofeedback*.
 - Applause was given for **Nancy Dickenson** for chairing the 2009 Conference Planning.
 - The new chair elect for the Medical section (**Layla Heimlich**) needs members for the awards committee and needs everyone to nominate people for awards.
 - DC Conference highlights were distributed on a handout; the committee was great this year.
 - The Strategic Plan was completed and posted on the division website.
 - At the January midwinter meeting Jean Crampon distributed assignment pieces

of the strategic plan to DBIO Board and Advisory Council attendees. Jean also distributed envelopes at today's meeting to individuals based on their office with assignments related to the strategic plan. Recommend others for assignments to Jean if you have any suggestions. The division chair will oversee the implementation and progress of the strategic plan.

❖ **Discussion of the 2010 Conference and the DBIO 75th Anniversary Celebration:**

- New Orleans Convention Center.
- The Keynote will be James Carville and Mary Matalin.
- The Closing Speaker is Nicholas Carr.
- Possible conference sessions include: climate change; flood control; the science of hot sauce; the dead zone; data curation.
- Possible options for volunteering on – Cleanup, Foodbank, Habitat for Humanity; **Claudia Lascar** suggested revegetating disturbed areas.
- Other suggestions included: maybe we could do a half day service and a half day tour. Divisions need to go through SLA headquarters.
- Incorporate some elements of the strategic plan into the conference program planning.

❖ **Options for 75th Anniversary Celebration:**

- The aquarium (Available for lunch only)
- WW II Museum.
- A conference room, hotel or restaurant venue
- A restaurant would be another option.
- Motion made by **John Tebo** to use up to \$2,000 out of DBIO treasury for the event.
- **Tony Stankus** seconded.
- **Jonathan Nabe** believes this event should be cost recovery.
- **The board voted and passed John's motion.**
- Ideas for covering the shortfall. Sponsorship; DBIO logoed gear
- Think about pictures and history of DBIO. A history is being written. We'll have teasers in biofeedback leading up to the conference. In 2010 we start celebrating (2009 is preliminary).

❖ **Website Funding:**

- Designed by and continues to be technically maintained by *Inkstain*.
- **Carol Lepzelter Berry** recommends continuing a contract with *Inkstain*.
- **Jean Crampon** stated that SLA Headquarters singled out DBIO for stable membership and good web site design.
- **Claudia Lascar** stated that the cost is very reasonable given almost 800

members.

- **Tony Stankus** recommends approving up to \$1,000 per year for the website maintenance and design.
- **Diane Schmidt** seconded the motion.
- There was some discussion about putting out a new call for a division volunteer webmaster who does web work regularly for their job.
- **Tony Stankus** stated that the web site represents us and looks good and we should continue supporting it.
- **The Board voted and passed the motion.**

❖ **Medical Section Funding Request:**

- Should we fund the medical section chair to attend the midwinter leadership?
- **Jean Crampon** wondered if the medical section gets funds from SLA.
- The answer is no it does not cost to join a section but it does cost to join a caucus. We currently fund the DBIO Chair, Chair Elect, and Program Chair for the annual and midwinter meetings.
- **John Tebo** motioned to table this and talk to the section chairs about this.
- **Jonathan Nabe** seconded the motion.
- The board passed this motion.
- **Jean** assigned **Nancy Dickenson** to check with former chairs.

❖ **Should DBIO have a *Facebook* presence?**

- Some SLA sections have a presence. Their presence typically reiterates stuff on the listserv and web site. More places to have a presence is good.
- **Dean Walton** setup a facebook picture for ERMD and stated that it is a good way to see images of members and refamiliarize yourself.
- **Jean** asked for volunteers to setup.
- **Gillian Kumagai** and **Nancy Dickenson** volunteered.

❖ **Abolishing term limits for some positions limits:**

- Some DBIO positions, e.g. the Webmaster, Biofeedback editor, etc. could continue indefinitely.
- We would need a change in Recommended Practices.
- **The board concluded that we should continue asking for volunteers on a regular basis.**

❖ **Announcements:**

- Proposed new SLA Division of Taxonomy & Meta Data: an informational announcement that this will come up as an issue/ proposal soon. There appears to be no impact on DBIO from the potential formation of this new division.

❖ **Suggestions from the floor:**

- Place summaries of DBIO conference contributed papers and posters are on the website.

Minutes respectfully submitted by Barry Brown, June 2010