

Special Libraries Association
Competitive Intelligence Division
Board Meeting
1/26/08

Meeting Minutes

- 1 Present: Scott Brown, Victor Camlek, Cynthia Cheng Correia, Keith Gurtzweiler, Debbie Hartzman, Megan Mulherin, Gail Stahl, Sandra Stauffer
- 2 Introductions
- 3 Chair remarks:
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- 5 2009 conference planning - We are going to ask membership for volunteers for 2009 planner, unless there are suggestions from the Board. There are up to 10 division slots (either stand-alone or partnering with other divisions). For 2008, we have 9 conference sessions including breakfast. The CI Division breakfast will be a ticketed event with networking, a business meeting and a fun program.
- 6 We need to line up the planner for next year before the calendar year. 2009 is the 5 year anniversary of the division.
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- 10 Fundraising - We currently have three sponsors: Outward Insight (\$500 and a speaker), Thomson (\$1500), and Nexis (amount not currently known). Who else can we get? They can be a division sponsor if they are on the exhibit floor and general sponsor if they aren't on the floor.
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- 13 There is a possible military lead to connect with for 2009 on the topic of CI and the government librarian (Roberta Schaeffer). Patricia Alderman is the contact; Scott has already confirmed this co-program.
- 14 Other potential divisions to partner with are IT, Finance, LMD and Knowledge Management.
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- 16 Confirming Chairs – Possible employment chair? Would be nice to have CI related employment postings to the listserv.
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- 18 Goals for the Division – Bylaws (HQ provides a template - Debbie and Scott will be working on this.)
- 19 Webex sessions – Looking at scheduling in spring and fall and will be free to CI division members and non-members will pay a fee. We should advertise this widely as a member benefit. Should we look for sponsors for Webex? Could be \$700-\$800 for speakers (individual or group). One

- topic might be how these speakers have grown in CI or how they do it.
Also, how does SCIP leverage Webex?
- 20 A strategic plan draft was addressed this past year. Hopefully we can pick this up and move forward with this year. Would also like to develop a formal budget and possibly allowance for student stipends.
- 21 An ethics committee was also discussed as well as CI ambassadors.
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- 26 At the Leadership Summit, there will be no more on-site training for unit leaders, but there will be free ClickU training in February.
- 27 The association management software is not live yet, but we are looking at a February launch. The software will include a membership list, prospects, and tracking of lapsed members.
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- 30 Quarterly board meetings will be ideal, but we may have additional meetings.
- 31 Treasurer's report – We are in good shape. Covered everything but \$2000 last year. \$20,000 came from dues, conference sessions and sponsorships last year.
- 32 Continuing education offerings at Annual provide the potential to bring in money, as well.
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- 34 New membership rules will require that we use a bank that has electronic banking. Nancy Sansalone is the person to speak with at SLA that has the information for these new rules. Once SLA makes this transition, there will be no need for signature cards.
- 35 Seattle conference report – Sandra suggested to the board (and the planner yet to be named) to consider that there be more CE courses and fewer regular sessions at conferences. This works for other divisions. We have also asked Reuters and Dow Jones to provide speakers for the "Taming the Information Tiger" program session. Martha Gleason from Blue Cross Blue Shield of Florida was a potential speaker for the "Hindsight" session and the "Panning for Gold" session, but Sandra is still waiting for a response from her. Joanne Lustig from Outsell is a confirmed speaker for the "Taming the Information Tiger" program session, and she will report on information trends in the pharmaceutical industry.
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- 39 Victor and Sandra have not yet approached anyone to discuss CI career paths during the mentoring session, but they are working on this topic.
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45 How should we register speakers and the hotel? Scott will investigate.
46 The breakfast meeting will be Tuesday. Should we have a speaker or just
network? How should we facilitate discussions at the meetings?
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53 Jazz combo or wind ensemble will be the entertainment at Open House in
Seattle - Debbie is arranging. We need to have the food arrangements
made by April/May.
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59 Most pressing deadline is the information for the SLA conference planner.
The final printed program will be out in February/March.
60 There are some problems with SLA distribution list regarding membership.
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64 Membership - Keith is going to send out a survey to the CI division
members asking what they want from us (education, training, tools, etc.).
He is also going to send out a personalized letter to members with our
general main motives. Keith also has versions of welcome back and
goodbye letters.
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66 There was also some discussion on SCIP and SLA division overlap and
how we distinguish ourselves. The point was made that we should have a
strategic document that outlines these differences to formalize these
points.
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71 Cynthia is going to distribute the letter from the man from Israel regarding
SCIP/SLA DCI distinguishers and overlap.
72 Alex Graham (SCIP) has approached Janice in the past to see how SLA
and SCIP can work together.
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79 Networking – We are going to discuss networking more at the Seattle meeting. Victor would like some help on this. We have a good thing in place and it has a lot of potential.

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87 Newsletter – Still in Production for January. Distribution will be coming out this week. We still need an editor – will Sandra take over? Should we outsource layout?

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92 Website – Shelley was not present, but the website needs to be refreshed at a minimum.

93 Fundraising – Tom was not present – this will be addressed later.

94 Scott will send out an email for the next meeting.

95 The meeting was adjourned.