

GLA Special Libraries and Information Services Division - Executive Committee Meeting July 15, 2019

Attending: Kimberly Boyd (*Chair*, Brenau University), Ernie Evangelista (*Vice-Chair*, Federal Reserve Bank of Atlanta), and Casey Long (*Secretary*, Agnes Scott College)

I. Elections & Nominations

- Kim appointed Ernie E and Casey L to be the nominating committee. They will be responsible for identifying a slate for 2020 that may be approved electronically as part of the GLA online election in September. Ernie will take the lead on contacting potential nominees and will call on Casey for help if needed.
- Discussed list of potential candidates for a slate.
- Ernie will send out a call for nominations when he sends out a message to the Division members in the next week.
- Casey will identify the deadline and requirements for participating in the GLA online elections.
- Casey will review the SLIS Division section in the GLA Handbook to identify any Bylaws updates that are needed to ensure SLIS Division is in alignment with current GLA nomination practices.

II. SLIS Division Virtual Meeting

- In 2020, Ernie would like to pilot a virtual meeting with speakers similar to the virtual meeting created by the GLA Assessment Interest Group.
- Kim will identify a platform to use for the meeting. Ideally in the future GLA will have a platform for divisions and interest groups to use.
- Kim recommended that the SLIS Division also plan to partner with the Carterette Series Webinars in 2020 to host one webinar. In the message Ernie plans to send to members in the next two weeks, Ernie will request ideas for speakers and topics for both the virtual meeting and the Carterette Series Webinars.

III. Annual conference

- The SLIS Division Executive Committee is looking forward to the conference program schedule so they can identify and market programs that will be of interest to their members and potential partner organizations.
 - Ernie will do a 20 minute presentation on Information Security presentation.
- Casey will create a flyer that can be used to promote the conference to individuals in special libraries and information services field of work. This flyer will include registration dates and prices. It will go out on the GLA listserv and sent to partner organizations to promote.
- The division meeting at the annual conference will focus on opportunities for creating partnerships.
 - How can SLIS Division help support the Southern Conference for Academic Business Librarians Conference (SOUCABL)?

- Are there other programs and partnership opportunities for 2020?
- Would it be possible to have a quarterly post that goes out on the GLA listserv that highlights interesting happenings, news, and opportunities with special libraries in Georgia? Is there someone or a team of people at the division meeting willing to take on this task of research and writing the 2-3 paragraph update every quarter?
- The GLC Conference Programming Committee meets Friday, July 19th in Columbus, GA. Ernie will follow up with them to determine when and where the SLIS Division meeting will take place.

IV. SLIS Website and Listserv

- Since GLA is working on an institutional solution for creating listservs, SLIS Division will hold off on creating one. Instead the Division will aim to post quarterly to the GLA listserv and ensure news and minutes are more regularly posted to the SLIS Division page.
 - Ernie will draft a posting schedule with potential topic themes. This will ideally be coordinated by a subgroup recruited at the SLIS Division Meeting at GLC in October.
 - Casey will ensure all minutes for 2019 are posted.
 - Casey will reach out to the GLA webmaster to see if it would be possible to post it's quarterly news to the spotlight section of GLA and if there could be a news section created for the SLIS Division webpage.

V. Future Meetings

- The SLIS Division Executive Committee will meet on Friday, September 20th @ 3pm at Agnes Scott College for final conference planning and outreach.