

October 27, 2008

6pm

ASIS&T SIG-KM ANNUAL PLANNING MEETING

Hyatt Regency, Columbus, OH

Meeting called by: Qiping Zhang

Facilitator:

Note taker: Leona Faust

Attendees: Shimelis Assefa, Jessica Bland, Linda Doll, Leona Faust, Deanna Hall, Michael Koenig,
Dawn McCleskey, Claire McInerney, Heather Pfeiffer, Kanti Srikantiah, Deborah Swain, Linda Swarlis,
Dongming Zhang and Qiping Zhang

AGENDA ITEMS

Topic

1. Introduction
2. Recognition of officers
 - a. Qiping Zhang distributed printed certificates of appreciation to
3. Annual report from last year
4. Reports from SIG cabinet meeting
 - a. Financial model information

Chair-elect Heather Pfeiffer provided the membership with an update from the SIG cabinet meeting on Sunday. She reviewed the current model for SIG funding based on twice the number of members and a percentage of institutional members. No SIG should have independent funds because of the difficulty in administering those funds and the potential risk to the organization. Dick Hill will centrally manage and disperse organizational funds to provide full insurance coverage. The SIG Cabinet Steering Committee has been directed to investigate alternative funding models for SIGs and to report on those proposals to the 2009 annual meeting of the SIG cabinet.
 - b. By-law changes

Additional changes were made to the SIG reporting requirements, eliminating membership information already available at headquarters and allowing annual reports to be filed by September 15 instead of August. However, reports must be filed by the August deadline if a SIG was requesting 100 percent rollover of its funds remaining or wished to be considered for the SIG of the Year award. If full rollover is not requested, half of any remaining balance is transferred to the general fund for the Society.
\$5,000 in supplemental project and program funding is also available to SIGs through the SIG Steering Committee. Programs should target new members and provide benefit to members who are not able to attend the annual meeting. The only restriction is that the money cannot be used to fund travel expenses of members.
 - c. ASIST land in Second Life

ASIST now has a presence in Second Life. The site was the work of SIG-DL.

d. ASIS&T SIG Wiki and Blog page

ASIS&T intends to support a SIG wiki and blog so that individual SIGs no longer need to maintain one as we did last year. In order to support this functionality, ASIS&T intends to staff a new IT position.

e. Job announcement for ASIS&T IT position

5. Election of new officers:

The following slate of officers was approved.

Chair: Heather Pfeiffer

Chair-elect: Leona Faust

Treasurer: Dongming Zhang

Secretary: Dawn McCleskey

Webmaster: Heather Pfeiffer

Membership/Communication: Lisa Park

Officer at Large: Qiping Zhang

Officer at Large: Shimelis Assefa

Officer at Large: Jessica Bland

Officer at Large: Linda Doll

Officer at Large: Suliman Hawamdeh

Officer at Large: Michael Koenig

Officer at Large: Kanti Shrikantaiah

Officer at Large: Deborah Swain

Member: Deanna Hall

Member: Tao Jin

Member: Rachel Kirk

Member: Linda Swarlis

6. Plan for ASIS&T 2009

The next ASIS&T annual meeting will be held in Vancouver, BC, Canada on November 6-11, 2009. The conference theme is Thriving on Diversity: Information Opportunities in a Pluralistic World. Members are asked to contribute ideas for sessions and panels on the subject of global information sharing and diversity. Possible topics include, but are not limited to those listed on the [conference call for proposals](#) page. Proposals for contributed papers, technical sessions or panels and pre-conference sessions are due January 21, 2009. Proposals for contributed posters are due February 25, 2009.

7. Other businesses