

**VI-B-2**

**SAS SPECIAL GOVERNING BOARD MEETING MINUTES  
TUESDAY, SEPTEMBER 30, 2014  
SCIX 2014, GRAND SIERRA RESORT, RENO, NV, MCKINLEY ROOM 3:00 PM**

**I. Call to Order**

Ian R. Lewis

4:00 PM

**II. Roll Call**

Gloria Story

<b>Voting Executive Committee Members:</b>		
<b>Position</b>	<b>Name</b>	<b>Attendance (√ = present, empty = absent)</b>
President	Ian R. Lewis (IL)	√
President-Elect	Diane Parry (DP)	√
Past President	Katherine Bakeev (KB1)	√
Treasurer	Bruce Chase (BC)	√
Secretary	Gloria Story (GS)	√
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<b>Elected Governing Board Delegates:</b>		
<b>Name</b>	<b>Attendance (√ = present, empty = absent)</b>	
Richard Crocombe (RC)	on phone	
Rina Dukor (RD)	√	
Nancy Jestel (NJ)	√	
Linda Kidder (LK)	√	
Mary Miller (MM1)		
Geoffrey Coleman (GC)	√	
Robert Lascola (RL)	√	
Karla McCain (KM1)	√	
Michael Morris (MM2)		
Brandye Smith-Goettler (BSG)		
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<b>Regional/Technical/Student Delegates:</b>		
<b>Representing</b>	<b>Name</b>	<b>Attendance (√ = present, empty = absent)</b>
Delaware Valley	Karl Booksh (KB2)	√
Minnesota	Fred LaPlant (FL)	
New England	Edita Botonjic-Sehic (EBS)	
Pittsburgh	John Jackovitz (JJ)	√
United Kingdom	John Chalmers (JC)	
Chirality	Larry Nafie (LN)	√
Atomic	Paul Farnsworth (PF)	√
Coblentz	Mark Druy (MD)	√
CNIRS	Susan Foulk (SF)	

Indiana Student Section	Elise Dennis (ED)	
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<b>Second Past President Delegate:</b>		
<b>Name</b>	<b>Attendance (√ = present, empty = absent)</b>	
Mary Kate Donais (MKD)	√	
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<b>Non-voting EC members:</b>		
<b>Position</b>	<b>Name</b>	<b>Attendance (√ = present, empty = absent)</b>
Membership Coordinator	Karla McCain (KM1)	√
Newsletter Editor	Fred Haibach (FH)	
Regional, Technical, and Student Section Affairs Coordinator	Robert Lascola (RL)	√
Web Editor	Anna Donnell (AD)	
Student Representative	Chad Atkins (CA)	√
Journal Editor-in-Chief	Michael Blades (MB)	√
Journal Editor	Peter Griffiths (PG)	√
Journal Managing Editor	Kristin MacDonald (KM2)	√
Parliamentarian	John Wasyluk (JW)	√
Executive Director	Bonnie Saylor (BS)	√
Total number of voters present:	18	

### III. Office Proposal/RFP Summary

Mary Kate Donais/Ian Lewis

IL goes over the embedded slides:



Office\_Proposal\_RFP  
\_Summary\_SAS Presc

MD asks about the membership increases.

RD asks about Journal costs – changing from current to new – savings improvements for authors, marketing of Journal with more metrics for authors and us. What about Bill and Ed? BC replies that it doesn't affect that. JJ asks about income from dues numbers – lots of honorary members don't pay; students pay less. BC replies the increase is to cover the difference between print and on-line costs – removing the subsidy between print and on-line membership. Members pay \$10 and SAS pays \$45. NJ asks if there is member loss with subscriptions. IL replies we aren't sure. New publishers have more marketing. DP adds that the survey going out will probe this. KB2 comments by subscriptions, we mean library subscriptions. BC replies we should sell more and if we get them – total gravy.

IL moves to accept the report into the record; BC 2nds. Motion passes 18-0.

PG comments that we are looking for \$50,000 savings with new publishers. That is what MB has seen in the proposals. RD comments to NJ that we shouldn't lose many members due to library access. IL adds that one subscription is equal to twelve members.

RL asks to clarify the office costs graph. IL replies that the home office cost is \$20,000. RFP proposal savings are between \$50,000-90,000, versus 2013 National Office Spend with leased office space and 2013 website format.

BC adds that this is only proposal information; we will need to confirm. JJ shares when he was President during the ice age, he worked with a secretary in the basement for 4,000 members – he believes we can do it again. RD thanks the EC for the exercise – well done and well presented. She asks who the four groups are – what are their size, who do they work for, etc. Also, by Home Office – you mean Bonnie and Stephanie? IL replies that the office will be in Bonnie’s home. The RFP proposals had 2013 budget numbers. All the proposals – including the Home Office – were kept confidential. BS asks if the cost differential includes programs or just operating budget. BC replies there is in some; not others. It is difficult to create an apples-to-apples comparison – this is just the first cut. RD asks if we can have a chart of numbers; can we open a discussion to help with current office costs. IL replies that the office will have an opportunity to revise their proposal. BS asks if they can see the numbers so they can make the best effort. IL replies that we can’t share the proposals as they have confidential information. We can share a table of services and cost range in the future. NJ asks if the 4 proposals are clustered or evenly spaced between \$50,000 and \$90,000 savings. IL replies there are 2 extremes and 2 in the middle. DP adds that people have different charges for different work. NJ asks about a timeline of the proposals – will they be available if we don’t decide until next year. IL replies they are valid until the end of 2014. BC adds that we could find they don’t have capacity now. We are asking for 5-year contract proposals – we will need to be careful what we share and how. JJ asks if the 4 proposals are the ad hoc committee choices. IL replies that for insurance liability, the ad hoc committee collected and reported the information with no ranking. RL suggests we could incorporate the savings ideas with our current situation. KB1 adds we will get added savings like strategic planning; the savings are on services. IL adds that some provide webinar services for instance. There will be more clarity if we are commissioned to do the next round. PG adds that 5 years isn’t a bad thing; 1 year is a disaster. We should have a 2-year notice at least. NJ asks if we choose a proposal – when will our savings start. IL replies that some proposals have timing transitions. DP adds we have to make a decision of some sort as rent is up in December. KM2 adds that currently, this will not impact our publishing web – transfer or no transfer; the marketing team should stay. RD comments that she has been a Governing Board member since 1996 and an EC member for 10 years. We have done a lot of hurt to Bonnie. Let’s move it to Bonnie’s house and transition and heal first. LK replies that she is frightened by the financials. RD replies that cost and income is the same – subscription loss is the problem. BC adds there is more to it than subscriptions. MD asks about SAS and the Journal – what other value does it provide. RD replies that SAS is about student development – we are the biggest contributor. MB adds, as a business owner, you’re losing money, what do you do? RD replies that you look for savings and look to make more money.

IL interjects that he appreciates the passion – these are excellent points. What is our 2020 vision – we need to figure it out. We’ve gone from 4000 members to 1600-1800 members. Mike Carrabba’s student push is valuable. DP has passion to work the 2020 vision. LK adds that businesses have to make hard cuts – for the better. KB2 adds that he’s new on the board; we need this vision, but we need to maybe do this without making major change right away – until we get a plan.

RD asks if BS could be excused at this time. [BS leaves the meeting].

BC comments that positioning BS as Executive Director is our mistake. Bonnie wears 2 hats and she isn’t operating as an ED. KB1 adds we are working to allow the process to move forward. BC and RL reply we are just asking if we should continue. KM1 adds we are confusing strategic and financial plans with personal issues. Do we have a personnel assessment? IL replies that performance reviews have been reinstated.

DP shares that she wants to organize a 2020 vision meeting before PittCon. We do have a timeline by the end of the month. We won’t have a home office choice unless we move forward with the current office. We need to move quickly to make a decision by the end of the month. MD responds we’d be derelict in our duties not to move forward. We’ll need a transition plan. KB2 asks if we must out by the end of year. DP replies yes. RD asks what is the contract with the office – do we have a 2 week notice. DP replies we don’t know. RD – can we get a short-rent contract? DP – don’t know; Stephanie is working it. RD – why did the RFP proposal take so long to go? DP – lots of hoops.

JW shares that he is a 6-year member and doesn't want to see the change in the office or Society, but other Societies do contract out. He's concerned about costs and vision. Ian, thank you for a very good and clear presentation! RD asks if we could go slower and see if other ideas work. IL replies that the Governing Board can move to do nothing. John, all the voting EC did this presentation. JW replies – ok...I take it back.

#### **IV. Adjourn**

DP shares that yes, we have a plan regardless of the office decision. Steady savings planning should lead to \$52,000 in investments in the future, starting in 2017. IL adds let's also think what another year of this will do to Bonnie. BC agrees – we can't keep going the way we do things now.