

InFIRE Business Meeting, Montour Falls, New York
May 7, 1999
Minutes of Meeting

Ann Kelly, outgoing president, discussed her term and thanked those who served on the Committee. She introduced the new president, Janet Green, who conducted the meeting.

inFIRE Committee 1999/2000

Janet Green (Factory Mutual) - President
Lian Ruan (Illinois Fire Service Institute)
Martha Gunnarson (Worcester Polytechnic Institute)
Mike Culhane (National Research Council, Canada) - new member
Gwen Schagrin (Fire EMS Safety Center, Minnesota) - new member

Mike Kroll - resigned as a member of the Committee

It was noted that he has not submitted an accession list for the past two years and it was decided that Janet would attempt to contact him one last time concerning his continued membership.

2000 Annual Meeting

The 2000 annual meeting will be in Canada, hosted by Mike Culhane. A tentative date of the second week in May has been proposed. This coincides with their Tulip Festival. Mike is checking on the date of the NFPA conference which is held in May. The Committee is reviewing the evaluations from the meeting in Australia to help prepare for the meeting in Canada.

Volunteers for arrangements committee to help Mike at the 2000 conference: Diana Robinson, Susan Walker, Chris Dahms

Locations for future meetings were discussed. Suggestions include Minnesota, Emmitsburg, Stillwater, Oklahoma, New York. It will soon be time to return to Europe for a meeting.

Logo: The more formal, standard version is our official logo.

1999 Proceedings

Diana Robinson is collecting the papers for this meeting. Chris Dahms and Nora Jason will produce and distribute the Proceedings of this meeting. They will provide an electronic format copy to Martha Gunnarson to post on the inFIRE web site. They will also provide a hard copy for those who cannot access the Internet.

Speaker Gifts

Diana Robinson presented each speaker at the meeting with a bottle of wine from an area NY winery. These were purchased out of the registration fees.

Volunteer Positions

At the last Committee meeting, it was decided to provide an opportunity for more widespread participation in the organization by dividing duties among volunteers. These are all duties that SFPE no longer are providing. Martha Gunnarson continues as webmaster and Gillian Bullock continues as listserve coordinator.

Communications (Union List of Serials) - Susan F. Walker

Susan reported the names of the institutions that had submitted their updates for the Union List. It was decided to send out one last request and then finalize the union list. It was left up to her as to handling title changes. Diana requested that attachments be sent in Word and Wordperfect.

Accessions list monitor - Chris Dahms

Chris is maintain a monthly record of the release of accessions lists and will report as needed

Membership coordinator - Elizabeth Hides

Was not in attendance

Treasurer - Ann Kelly

Ann announced that IAFC has agreed to set up a temporary account for our finances. She reported that we cleared \$600 on the 1997 meeting at NFPA and \$4000 at the meeting in Australia. She explained that this is a temporary arrangement and this will need to be discussed further. She also explained that we do not plan on our conferences to make money, that the registration fee is designed to cover the costs. There was an unexpected donor at the 1998 conference which resulted in the profit shown at that meeting.

New Brochure: The inFIRE brochure has been reprinted and copied by Lian Ruin

Increasing Membership

There was a discussion on possible ways to increase our membership. It was decided that Janet would draft a letter, send to Elizabeth for comments, for a mailing with our brochure to the following groups: academic institutions offering fire-related programs and association of state fire marshalls. Lian will coordinate the mailing

Janet will ask Martha to send a message to the inFIRE list asking for a one-two line description of their organization for posting on the web site. This will help people who visit our site understand who we are.

Susan will contact the Fire Service College in England for the name of their new librarian. We need a contact (possibly a FIG librarian) that would be willing to identify possible members in European countries.

International Association of Fire Safety Science VII Symposium, WPI, 2002

Discussion of our possible participation in this symposium or having a meeting to coincide with the Symposium. A date has not been set and Martha Gunnerson (WPI) has not been contacted yet. Janet will check with John Hall concerning the planning committee meeting being held this month and gather more information.

InFIRE articles

As part outreach to become more visible in the fire community, it was decided that members would write articles describing inFIRE and the library services available and publish them in various serials:

Gwen - Fire Engineering; Ann - On Scene; Lian - Illinois; Susan - Speaking of Fire

inFIRE list

There was a discussion about the concerns and the uses of the inFIRE list including it's definition as an email list or a listserv. Ann asked that if you have an answer to a question to please send it to the whole list so that everyone can share the knowledge. If the answer does go back to the original poster, that person should send a message saying they received the answer to avoid duplication. People should feel free to use the list for questions, comments, news releases, anything of interest to the membership. People are invited to ignore and delete anything they feel they do not need.

Meeting adjourned.