

Academic Law Libraries Special Interest Section
Minutes of Executive Board Conference Call Meeting
October 4, 2005, 12:00 p.m.

Present: Michael Slinger, Chair; Carole Hinchcliff, Immediate Past Chair; Suzanne Thorpe, Vice-Chair/Chair-Elect; Susan Lewis-Somers, Secretary/Treasurer; Carol Bredemeyer, Executive Board Member.

1. Call to order – Michael Slinger

The meeting was called to order at 12:00 p.m.

2. Committee business – Michael Slinger

Access to Legal Research Sourcebook

After hearing from the Legal Research Sourcebook Committee and others, the Board decided to allow access to the Legal Research Sourcebook on the ALL-SIS website to remain open to all AALL members. An important consideration in its decision was that the Committee has collaborated with other SISs in adding content to the Sourcebook.

Michael will contact the Legal Research Sourcebook Committee chairs, Paul Howard and Kathy Hall, to tell them of the Board's decision.

Committee to generate listserv discussions

The Board discussed the possibility of creating a new committee to manage periodic topical discussions on the ALL-SIS listserv, as one way to make the list a more valuable tool for ALL-SIS members. This committee would generate ideas for topics, promote upcoming list discussions and moderate the discussions.

Another possibility preferred by the Board, to kick off such a project more quickly, was to appoint one ALL-SIS member to spearhead this effort initially, and to single-handedly moderate the initial topical discussions. Once the topical discussion format had been established, the responsibility for future topical discussions could be transferred to a new committee.

Michael will contact one or more members to see if anyone might be interested in spearheading this project.

Other ways to generate more activity on the listserv would be for Michael and subsequent chairs to post periodic reports and announcements to the list. In addition, he will ask committee chairs and roundtable coordinators to post any minutes to the list, in addition to publishing them in the newsletter. Next year, Suzanne will add minute-taking to each committee's charge.

In the future, current news and announcements should be posted to the ALL-SIS listserv and the website, while more substantive articles should be published in the newsletter.

Committee reports

Before each Board meeting, Board members should ask the chairs of the committees, to which they are liaisons, to submit brief reports of current committee activities. Board members should also follow up with the chairs after each meeting, where appropriate.

Where appropriate, Board members should ask more direct questions about committee activities, especially in response to committee reports. They should also encourage the chairs to post their committee reports to the ALL-SIS listserv.

Potential new and reorganized committees

At some point, it may be a good idea to consolidate the Legal Research Committee and the Legal Research Sourcebook Committee into one. However, the two current committees prefer to remain separate, and appear to have distinct missions and activities. The Board will take no action on this during the current year.

Next year's Board may want to establish several new committees, such as a Hot Topics Committee, to generate occasional listserv discussions. Suzanne may also want to appoint a Committee on Committees to review the current committee structure. Board members should review the committees to which they are liaisons and recommend any suggestions for reorganization or revision to Michael.

3. Membership survey

The Membership Committee will wait to go forward with its latest membership survey until it receives further direction from the Board. The Board will review the survey questions it develops before they are sent out. Suzanne will suggest to the committee that it review previous membership surveys. The last survey used by ALL-SIS is on its website.

The survey will go out in early 2006, so the Board should provide its input by the end of October.

4. Outstanding service award

Carole will ask Ed Edmonds to solicit applications for the ALL-SIS Outstanding Service Award and will discuss with Ed how to proceed. The criteria are posted on the ALL-SIS website.

5. SIS VIP for the Annual Meeting

Michael would like to invite another influential VIP, such as an AALS or ABA leader, to be the SIS guest at next year's meeting. Bill Rakes, of the ABA Council, may still be interested. AALL has listed potential invitees on its website. It may be a good idea to consider potential VIPs from the St. Louis area, although Michael thinks it is more important to host an influential person, whose visit will be beneficial to the SIS, regardless of where he or she is from.

Michael will try to identify potential VIP candidates. Carole mentioned that she solicited suggestions from members with a ALL-SIS listserv posting last year.

6. Educational Summit

AALL will serve as a clearinghouse for continuing education programs, to be offered by SISs throughout the year. The SISs will be responsible for developing the educational content for such programs, which could be offered via the ALL-SIS listserv, webinars or other online vehicles. Ideas for educational program topics should be solicited in the next membership survey, as was done in the last survey.

The Board may want to assign responsibility for this to a new Hot Topics Committee, or it may decide to delegate primary responsibility for such educational program content to the existing Education Committee. We may want to collaborate with some of the chapters to develop program content, as well.

Michael will send a summary of the Educational Summit outcome to the ALL-SIS listserv.

7. SIS timeslots at Annual Meeting

The Board must decide how to use the SIS timeslots granted by AALL for the Annual Meeting, such as whether to have more than one SIS-sponsored educational program. Lee Peoples would like to have Board input on the ALL-SIS programs proposed by the Program Committee that are not selected by the AALL Annual Meeting Program Committee. Lee will contact Michael after the AMPC makes its final selection.

Michael will coordinate the committee meetings to comply with the SIS slots granted by AALL. They may now be scheduled against AALL programs.

Michael will also schedule an orientation meeting for incoming committee chairs. This will be an opportunity for incoming and outgoing chairs to meet and coordinate their activities for a smoother transition.

Board members with other ideas for educational programs or meetings should send their ideas to Michael.

8. Next conference call – Michael Slinger

The next Board meeting will be held on Friday, November 4, 2005 at 2:00 EST.

9. Adjournment – Michael Slinger

The meeting adjourned at approximately 1:30.

Respectfully submitted,
Susan Lewis-Somers, Secretary-Treasurer