

Academic Law Libraries Special Interest Section
Minutes of Executive Board Conference Call Meeting
April 22, 2005, 3:00 p.m.

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

1. Call to order – Carole Hinchcliff

The meeting was called to order at 3:00 p.m.

2. Future program proposals

The Board discussed how to plan ALL-SIS program proposals for the 2006 annual meeting, when the annual meeting scheduling for 2006 and beyond is being revamped. It was agreed that the Board should wait to plan SIS programming until the AALL executive Board announces the programming schedule for 2006 and beyond, which will be at the SIS leadership training in San Antonio.

Lee Peoples, chair of the ALL-SIS Program Committee, wants to hold an open meeting for SIS members in San Antonio to get member input on programming.

3. SIS VIP program

Carole called Justice Elizabeth Lacy, current Chair of the ABA Council of the Section on Legal Education and Admission to the Bar, to invite her to attend AALL as the VIP guest of the ALL-SIS. She expressed enthusiastic interest. She indicated that she would be able to attend through Monday.

Carole will ask various AALL members to meet with her, to attend dinner and other functions with her, and to introduce her to a variety of SIS members.

4. Reception update

Carole has asked West to create an attractive HTML invitation to the ALL-SIS reception, which will be sent to each SIS member via an email distribution list by June 1, with a follow up invitation to be sent near the end of June. The invitation will include a reminder to RSVP directly to West, the reception's sponsor.

The Board needs more information about the cost and logistics of the buses that will ferry members to and from the reception. An early bus will be necessary to take attendees to the earlier CONALL reception, also at St. Mary's. The CONALL Committee may be able to help out with the bus arrangements.

5. Annual Meeting blog and ongoing SIS blog

The Board agreed that it would be best for the SIS to use the AALL Annual Meeting blog to make announcements and report on SIS activities during the conference.

Suzanne will ask the Public Relations Committee to develop a separate ALL-SIS blog in early June, and to discuss whether it should be transferred to someone else to maintain indefinitely after the Annual Meeting. They should contact ALL-SIS webmaster Diane Murley to set it up and involve the Newsletter Committee for its content.

Incoming SIS Chair Michael Slinger will invite the new chairs of the PR, Newsletter and Web Committees to the second Executive Board meeting in San Antonio on Monday to decide how the blog should be continued during 2005-2006.

6. Photos of Board Members for website

The current and incoming Board Members should send digital photos of themselves to webmaster Diane Murley as soon as they are available, so that she may post them on the website before the Annual Meeting.

7. Passwording of collection development contacts list and Legal Research Sourcebook

Concern was expressed that if these ALL-SIS resources are available to all AALL member passwords, there will be nothing special for ALL-SIS members. Susan will ask HQ if ALL-SIS resources can be password-restricted to only SIS members. If this is possible, it will be necessary to decide which resources should be restricted to only SIS members.

8. Committee Business

Statistics

The committee is working with the Relations with Vendors Committee to get vendors to develop better statistics reporting. Sally will confer with Spencer Simons, chair of the Directors' Breakfast Committee, about the issue and write a brief article for the newsletter. Statistics reporting by vendors will be the topic addressed at the Directors' Breakfast.

Visiting Librarian

The Board will give Rich Leiter time at the Business Meeting to explain and promote the Visiting Librarian project. Interested members will be invited to contact Rich about participating. There will be a projector and screen available for Rich and anyone else who may want to make a presentation at the Business Meeting.

It might be a good idea to roll the Visiting Librarian project into the Continuing Education Committee, once the project is underway. Michael will ask Rich to submit a brief announcement about the project to the ALL-SIS and PLL-SIS newsletters before the Annual Meeting.

Centennial

It had been suggested that the SIS could give special recognition pins to long-time members, but it was felt that it would be difficult to accurately track historical membership. The Board will ask members to send ALL-SIS mementos to the AALL Archives. It may also want to remind members of the ALL-SIS archives policy.

Bylaws

Michael will ask the Bylaws chair, Pam Williams, to add the recent amendments to the Bylaws, if not already added, and to make sure that the format of all Bylaws sections is internally consistent. When she is finished, she should forward them on to Diane for addition to the website.

Public Relations

The PR Committee is responsible for publicizing all SIS events for the Annual Meeting. Lee Peoples, Program Committee Chair, will hand over the final publicity for the 2005 programs to the PR Committee. That will allow his committee to begin working on 2006 program planning.

The PR Committee will publicize ALL-SIS involvement in the CONELL Marketplace. Carole will check with the PR Chair to see if he is planning CONELL and Exhibit Hall tables for the SIS.

Newsletter

Carole will contact Leah Sandwell-Weiss to see if she wants to continue as editor of the newsletter. Michael will have to appoint a Newsletter Committee for next year before long.

The next newsletter deadline is May 18, 2005.

9. Next conference call – Carole Hinchcliff

The next Board meeting will be held on Tuesday, June 14, 2005 at 3:30 EST.

10. Adjournment – Carole Hinchcliff

The meeting adjourned at approximately 5:00.

Respectfully submitted,
Susan Lewis-Somers, Secretary-Treasurer