

**ALL-SIS  
Executive Board Meeting  
Wednesday August 28, 2013**

**Present:** Lauren Collins, Christine Hepler, Leah Sandwell-Weiss, Cindy Guyer, Meg Butler

- I. **Call To Order.**
- II. **Approval of Minutes:** Meg was going to check her records and send any minutes to the Executive Board for email approval.
- III. **Committee Liaisons:** Cindy Guyer volunteered to be the liaison for the Collection Development Committee and Leah Sandwell-Weiss volunteered to be the liaison for the Membership Committee and ALL NEW. Lauren will be the liaison for the Webmaster.
- IV. **Strategic Planning Committee:** In preparation for the September Board Meeting, Lauren asked that we all read the updated version of the plan that she and Merle worked on and refined during the AALL Annual Meeting in Seattle. She would like to discuss this new version to see if it is more in tune with what we need in a plan.
- V. **Volunteer Letter:** Lauren worked with the General Counsel for AALL to draft a letter for all volunteers in ALL-SIS. This letter reserves the rights in all work product to AALL. This was done to prevent the committee members from holding on to reports that were generated by the committee because of the members' desires to publish the committee findings. The executive board committee approved the language of the draft and discussed the willingness of the committee to allow publication of the material in the committee members' name but maintaining the copyright for AALL. Lauren was going to pass this back up to the AALL general counsel for finalization. When it is finalized she will draft and email for board approval that will be sent to committee volunteers for their signatures.
- VI. **Education Law Association:** ALL-SIS was approached by the Education Law Association who wanted to advertise in the ALL-SIS newsletter as a means of promoting the organization's publication. Lauren contacted Barbara to discuss whether this had ever been done before. ALL-SIS has not allowed organizations to advertise in past newsletters. She then discussed alternatives to advertisements that would accommodate their request. The Executive Board decided that this could be done by doing an article about the organization, and it benefits, etc. But to prevent this from looking like an advertisement or an ALL-SIS endorsement, they suggest the newsletter do subsequent articles on similar organizations.
- VII. **Program Committee Report:** Provided by Cindy Guyer, who reported that she had spoken with Yasmin Sokkar Harker, the chair of the Program Committee. They have not decided on a topic for the ALL-SIS sponsored program. Second, Cindy reported that the committee is hoping to create a speakers pool that will allow those making program proposal could use to find speakers for the programs if they needed.
- VIII. **Local Arrangements Committee:** Lauren reported that Robert Hu will not be able to be the Chair of the Local Arrangements Committee for the 2014 Annual Meeting. She has reached out to Charles Finger, Robert's Associate Director, to see if he is willing to take on this task. She has not had a response from him.

- IX. **603/404 Task Force:** Meg reported that this task force met and they feel confident that many groups in the legal academy will be commenting on the ABA's changes to these rules, including library directors, doctrinal faculty, and legal writing faculty. The group is not sure what if any report it will be providing in light of how newer library directors feel about tenure, that is that 60% of those asked didn't feel it was important to them. This may result in the need for a Majority and a Minority report. It was also clarified that AALL has asked for the creation of this task force and the report put out is to be endorsed by AALL.
- X. **Task Force on Skills for Practice:** Meg reported that this task force wants to write about what it has found through its work. The Executive Board felt that the volunteer form discussed earlier in the meeting would help us in addressing this issue with the group. Further, it was decided that the information they found through their work should be made available on the ALL-SIS website.
- XI. **Guidance for Working with the Committees:** Lauren suggested that we reach out to the committees on a regular basis to assess their needs, discuss the activities they are engaged in to insure they meet with the committee's charge. She also reported that committees will contact us if they have questions about their charge. Any changes to the charges are to be brought to the Executive Board for discussion and approval. Further, the committees may reach out to the liaisons if new members want to be added to the committee. Meg said that she would resend the liaison list out to all members, with the new assignments added at this meeting.
- XII. **Website Changes:** Lauren was to talk to Creighton about what was needed here
- XIII. Next meeting was scheduled for Wednesday September 18 at 11:15 eastern.
- XIV. Meet adjourned 11:58 am

Respectfully submitted,

Christine I. Hepler  
ALL-SIS, Vice Chair/Chair Elect