

**Minutes**  
**ALL-SIS EB Call**  
**June 17, 2015**  
**2:00 pm EST**

- I. In attendance: Christine Iaconeta, Lauren Collins, Susan deMaine, Cindy Guyer, Prano Amjadi, Kate Irwin-Smiler
- II. Approval of May Minutes
  - a. Motion passed.
- III. Secretary/Treasurer's Report
  - a. Nothing new to report
- IV. Committee Reports
  - a. Task Force on Identifying Legal Skills and Knowledge for Practice
    - i. Survey on legal research instruction was not completed.
    - ii. Board will determine how to move forward
    - iii. Task Force is finished.
  - b. Christine will read reports and prepare report to AALL
- V. Annual Meeting Planning
  - a. Sign orders in
  - b. Susan will check in with Local Arrangements
  - c. Christine will check in also re: breakfast speaker
    - i. And talk to BloombergBNA re: reception
  - d. Susan will order awards, thank you's if necessary
- VI. Old Business
  - a. Handbook
    - i. Timelines from committees
    - ii. Christine will continue to work on this as past chair
  - b. Committee assignments
    - i. Have been completed
    - ii. Chairs still needed
- VII. New Business
  - a. Thank you letters to committee chairs
    - i. Christine to do this week of June 22
    - ii. Emails only
  - b. Board dinner on Friday
    - i. Susan will make arrangements and confirm