

Minutes of the CS-SIS Business Meeting  
July 21, 2002 in Orlando, FL

Meeting called to order approximately 5:35 p.m. with around 25 members present.

Introductions of the current Executive Board. Meeting was opened, and the previous year's minutes were approved without discussion.

Dominick Grillo gave the financial report. While the final figures were not yet available from AALL, it was estimated that the SIS would spend within a few hundred dollars of its income. While still some deficit spending, intentionally, this has been reduced.

James Duggan gave the Annual Report. Some items highlighted were: continuing changes to the Web site, increased recruitment efforts, a reborn newsletter, and roundtables at the AALL conference.

Committee Reports:

Program 2003: Liz Glankler gave a deadline of August 15<sup>th</sup> for program ideas to her. Meeting at CALI in June produced only a few ideas. Follow-up meeting to be held on Tuesday at AALL. New for 2003 will be the option of 30 minute sessions, in addition to the regular 60 and 90 minute ones.

Grants: Susan Boland reported that three conference grants were given out, as well as one additional grant to attend CONELL. Names of the winners are in the June 2002 newsletter.

Bylaws: Nothing to report. AALL recently discussed changing their bylaws to allow electronic voting, so for the next year, the plan is to modify the SIS's bylaws to allow for this.

Job Descriptions Database: Don Arndt reported that it now includes over 400 job descriptions for law library and IT jobs. New features are being discussed to improve its usability.

Recruitment and Involvement: A new brochure has been created and printed. They are available at the CS-SIS table in the exhibit hall, along with advertising "flingers" (foam Frisbees with the CS-SIS logo on them). Bubble Clocks were handed out at CONELL.

Publications: Sandra Braber-Grove mentioned that the newsletter went out twice in the past year, in December and June. The committee is struggling with the decision as to whether they should go all electronic. A survey that Kris Niedringhaus did of the membership suggested that the newsletter go to an

online publication. Hence, the committee proposed that the past issue (in June) be the last one in paper form. PDF versions are already on the Web, and it would save about \$700-1,000 in printing and mailing costs. A long discussion followed, with the end result that the following motion was made, discussed and passed:

“That the [SIS] membership accept the Publications Committee recommendation that the newsletter be published on electronically. Upon requests from members, a laser-printed copy will be mailed, as well as copies required by AALL headquarters, and as needed.”

Nominations: Had a tough time choosing the candidates, since we were blessed with many excellent choices. Don Arndt and Darin Fox ran for Vice-Chair/Chair-Elect, while Kris Niedringhaus and Sandra Braber-Grove ran for Member-at-Large. Don and Kris will join the continuing members of the Executive Board: Liz Glankler, incoming Chair; James Duggan, immediate Past Chair; Dominick Grillo, Secretary/Treasurer; and Susan Boland, Member-at-Large.

Technology Competencies: Not much to report, though there will be a roundtable on this topic later in the conference.

Roundtables: Two are being offered this year, Technology Competencies and Web Development.

Webmaster: Darin Fox is staying on as Webmaster. The Executive Board will create a committee to support him in maintaining the Web site. Over the past year, the site was moved to the AALL server.

Joint SIS (Innovative) Reception: Went well, and it looks like it came in within budget.

Strategic Planning: Received 27 responses to the survey posted on the Web site, and will use the results to redo our Strategic Plan in the coming year.

For new business, if anyone wishes to write for Perspectives (West Publishing), they should contact Mary Hotchkiss at the University of Washington School of Law.

Sheri Lewis brought up the idea of establishing a recognition award for the CS-SIS, like the Academic and Technical Services SIS's have. A discussion followed on the issue, concerning who would be eligible, for what would it be granted, what form the award would take, etc. It was well received, and James Duggan said the Executive Board would appoint an exploratory committee to report back to the Board with their recommendations.

Mention was made of all the meetings and programs the SIS was sponsoring at this year's conference.

Ken Hirsh reminded everyone about the Karaoke outing later on.

Liz reminded everyone again to come to the education/program planning meeting later in the conference.

Introductions of the new Executive Board. Thanks to the outgoing members.

Ken reminded everyone that CALI would be at Duke in 2003.

The meeting adjourned at about 6:30 p.m.

Minutes by Dominick Grillow, Secretary/Treasurer.