

American Association of Law Libraries Computing Services Special Interest Section

Business Meeting

July 11, 2004, 5:30 to 6:30

Sheraton Beacon (D), Sheraton Towers, Boston, MA

The meeting was called to order at 5:30 by Don Arndt. Chair Arndt introduced the sitting executive board to the Members. A motion was made to waive the reading of the minutes of the 2003 CS-SIS business meeting as posted on the CS SIS web site

(<http://www.aallnet.org/sis/cssis/meetings/2003/minutes2003.pdf>) . The motion was seconded and unanimously passed.

Treasurer Szymczak read the financial report. At the beginning of the fiscal year on 10/1/03, the beginning balance for the CS SIS was \$8,729.12. As of 4/30/2004, the ending balance was \$7,758.16. Figures from 4/30/2004 were the most recent provided by AALL. Expenses incurred from October to April included the first of two \$500 installments for the SIS contribution to the George Strait Foundation, and \$470.96 in souvenirs and giveaways. The 4/30 balance did not include the 2004 revenue from membership dues, projected at \$4,300.00; it also excluded current known expenses totaling approximately \$4,000.00.

Don Arndt addressed submission of the CS SIS Annual Report in Spectrum and noted that it is published on the CS SIS web site at <http://www.aallnet.org/sis/cssis/reports/2004report.asp>.

Before moving on to Committee Reports, Chair Arndt formally thanked Member Ken Hirsh for his successful efforts to hold the first E-Election in AALL history. Arndt noted that Hirsh would be awarded the first "Ken" (named in his honor) Award for Distinguished Service to the SIS. The award would be made at the CS Breakfast Meeting the following morning.

Chair Arndt raised the following points:

- CS SIS had excellent representation at CONELL this year in the presence of Kris Niedringhaus and Vicki Szymczak
- The SIS discussion list should be more active. Hadi Amjadi tried to get people involved in threads but we need to be more active on the discussion list
- In addition to awarding three grants, CS contributed \$1000.00 to the George Strait Foundation that will be paid in two \$500 installments over the course of two years
- The job description database continues to grow with over 700 descriptions
- Arndt urged us to pay more attention to developing a strong mentoring program in the coming year
- CS had a respectable showing within the educational programming for AALL 2004 with four programs accepted.

- ❑ Applauded the work of Ryan Overdorf and June Liebert on the Adaptive Technologies web page at the CS SIS web site and the redesign of the web site.
- ❑ Overall, Arndt felt the year was one of growth and stability

Committee Reports:

Adaptive Technologies: Committee Chair Ryan Overdorf was not present to report on this committee; however, there was general praise for the new Adaptive Technologies web page.

Awards: Sheri Lewis has put a proposal together for a new award that was first discussed two years ago in Orlando. At that time a committee was formed and the Distinguished Service Award was proposed. A motion to approve this grant/award to Ken Hirsh this year was made, seconded and passed. The award will hereinafter be referred to as the Ken and will be awarded as the opportunity presents itself.

By-Laws: Dom Grillo asked that the SIS address the possibility of a tie in the annual Executive Board elections. Procedures for this possibility are not specifically addressed in the CS SIS by-laws. Currently, in the case of a tie the SIS would follow AALL protocol, which demands a random selection (i.e., flipping a coin). There was a general consensus that a random selection was unacceptable. A possible solution would be to keep the ballot open for an additional time period and urge Members who did not vote, to cast a vote. Many present at the business meeting voiced their opinion that this would be a better solution than random selection. This issue will be discussed in greater detail during the year with In-coming Chair Boland and Committee Chair Ken Hirsh.

Grants: It was noted that three awards were given out this year. The recipients were Kevin Cook, Kim Deniker, and Lisa White.

Membership: Committee Chair Eric Young asked to have a floor discussion of the “List of Experts.” Chair Young felt that this project should be abandoned for three reasons: 1) it is duplicative of Teknoids, 2) naming an expert for particular talents limits the involvement by others who may also have information to contribute, and 3) places a burden on one who volunteers to be an expert. Member Amjadi pointed out that an experts list did raise an obligation for the Members to reply to requests for assistance that does not exist on an open list such as Teknoids. Sheri Lewis pointed out that the experts list project was initiated for marketing and recruitment purposes – but acknowledged the downsides to the project as pointed out by Young.

Mentoring: Committee Chair Jim Milles was not present to report; however, Chair Arndt noted that he regretted not being more active with this committee

during his tenure as Chair. He felt that the SIS did not follow through with support for the mentoring committee.

Nominations: Chair Arndt applauded the fine job by Member Liz Glankler. Glankler indicated that the nominations process went very smoothly.

Program Planning: In-coming Chair Boland reminded everyone that the deadline for submitted 2005 program proposals was August 15th, 2004. She reminded Members that the program planning committee meeting would take place from 5:15 to 6:15 on July 12th in Room 101 of the Conference Center. Secretary/Treasurer Szymczak volunteered to attend the AALL open meeting on program planning taking place at the same time and then report back to the SIS regarding their comments for the 2005 educational programs.

Publications: Member Liz Glankler asked for more contributions to the newsletter and agreed to stay on as the editor for which all were grateful.

Recruitment & Involvement: Based on informal comments made among members and CONELL attendees there was a general discussion to consider changing the name of the SIS. Some comments indicated that the general populace found the name "computing services" to be intimidating and therefore were less inclined to be involved with the group. There was a discussion about holding a survey of Members later in the year on the issue of a name change, or perhaps attaching an anchor to the SIS along the lines of "You've got a friend in CS SIS." In-coming Chair Boland will address this issued during the year. Committee Chair Szymczak also discussed the possibility of mini-educational programs to take place at the Activities Table modeled after those witnessed in other technology oriented conferences. Szymczak would follow up with AALL's Pam Reisinger to discuss that possibility. General approval of the 2004 display board for the CS SIS Activities Table was made with the hope that a display board would be a standard inclusion at each conference to attract new members and retain current members.

Roundtable Planning/Coordinating: In-coming Chair Boland reminded the Members of the times and places for the Web Design and Maintenance Roundtable. Chair Arndt noted that many of our program ideas came out of the roundtable last year and that it was a very lively discussion.

Strategic Planning: Committee Chair Kris Niedringhaus informed Members that every two years the strategic plan needed to be revised. As such, it must be reviewed again this year. Chair Niedringhaus indicated that she would not be available to chair the committee in the coming year.

Technology Competencies & Web Development: Reports from these two committees tended to run together. Committee Chair June Liebert announced that the adaptive technologies page would debut within the week. Development

of the page involved the use of web standards. Chair Liebert indicated the web site can be made more valuable by becoming a repository for web technology information such as web standards, templates, adaptive technology and blogs.

Upon completing the committee reports, Chair Arndt reviewed new business that needed attention. As the AALL centennial approaches, Chair Arndt felt that a discussion to create a CS Historian was warranted. It was generally felt that this obligation should not fall upon any of the current Executive Board. Arndt also informed the SIS of the newly created AALL SIS VIP program for 2005. AALL will waive registration fees for up to two VIPs from each SIS. Finally, Chair Arndt advised all Members that the AALL Centennial Celebration Committee would be requesting help from CS SIS to develop their web site.

Chair Arndt thanked the Executive Board for their good work during the year and then introduced the incoming 2004-2005 CS SIS Executive Board. Chair Arndt stepped down and was succeeded by Chair Boland. Also stepping down was Member-At-Large Kris Niedringhaus. In-coming Chair Dom Grillo was introduced and the open Member-At-Large position was filled by Robert Jacoby.

Chair Boland thanked the Executive Board and reminded the Members to participate in the program planning for next year and to get involved with a committee. Chair Boland then drew the winner for the PDA & Game Pack for CONELL attendees. The winner was Ceasar Zapata from the Lillian Goldman Law Library at Yale University.

Chair Boland adjourned the 2004 CS SIS Business Meeting at 6:30 pm.