

Minutes of the OBS-SIS Executive Board Meeting
(Incoming/Outgoing)
Saturday, July 12, 2014, San Antonio, TX

Present: Katrina Piechnik, Chair; Karen Selden, Vice-Chair/Chair-Elect; Christina Tarr, Past Chair; Marjorie Crawford, incoming Vice-Chair/Chair-Elect; Melanie Cornell, Secretary/Treasurer; Corinne Jacox, Member-at-Large; Barbara Ginzburg, Member-at-Large (via Skype); Jackie Magagnosc, OCLC Committee Chair; Michael Maben, TSLL Editor; Ellen McGrath, OBS/TS Joint Grant Committee Member; Barbara Szalkowski, OBS TSLL Representative.

Call to order/welcome:

OBS Chair Katrina Piechnik called the meeting to order at 4:00 pm. The Minutes from 2013 were accepted.

Secretary/Treasurer's Report:

Elaine Bradshaw stepped down from the office of Secretary/Treasurer and as of April 11th, 2014, Melanie Cornell began filling this office for the remainder of Elaine's term (until July 2015). Melanie Cornell did not yet have all the data to supply a printed Financial report or a printed Secretary/Treasurer report (both were since generated and are amended to these minutes). The OBS account balance as of March 31, 2014 was \$5,244. The total 2013 Annual Meeting expenses were \$5,745.37.

Election Report

In the absence of a Secretary/Treasurer, Katrina conducted the OBS election from May 1 to 19, 2014 using AALL's electronic voting software. 62 OBS members participated from a potential pool of 255 eligible voters (approximately 24.3%), which was down .2% from last year.

Marjorie Crawford was elected Vice-Chair/Chair-Elect and Barbara Ginzburg was elected Member-at-Large. Thanks also to Jennifer Noga for agreeing to run in this election.

Members-at-Large Reports:

Member-at-Large Corinne Jacox reported on the "Don't be puzzled. Join OBS-SIS!" theme for this year's OBS Activities Area table. She ordered 600 assorted puzzles for the table, which will also feature candy and a memory book for people to sign in honor of Jack Bissett's retirement. There will be two raffle drawings: a drawing for pottery that Katrina donated, and a drawing for a free OBS-SIS membership.

Vice-Chair's Report/2014 Education Committee Report:

Vice-Chair Karen Selden reported on the 2014 OBS survey, and provided a printed report. There were more respondents in 2014 than in 2013.

TS-SIS has moved to doing their survey every other year, so we discussed possibly changing the OBS survey to every other year, too, alternating with the TS-SIS survey.

Karen introduced Barbara Ginzburg as the incoming Member At Large.

Karen reported that the 2015 OBS Education Committee is comprised of a nicely diverse group of 13 members. For the 2015 Annual Meeting, the AMPC is using 6 "content teams" to create RFPs for types of programs. So far, the OBS Education Committee has 7 or 8 good programming ideas, and the Chair of the TS Education Committee plans to attend the OBS Education Committee meeting on Tuesday morning. However, the committee is still waiting for the AMPC to announce the exact program proposal process for 2015. Katrina reported that the AMPC Liaison for OBS is Mary Matuszak of the New York County District Attorney's Office.

2014 Education Committee Report:

Chair Katrina Piechnik reported that OBS is sponsoring 2 programs at the 2014 meeting: *ORBIS Cascade Alliance Summit: a Library Management Service Model for the Future* during program slot F1 on Tuesday morning, and *Open Source Software: a Community and a Philosophy of Freedom*, presented by the OBS-SIS VIP, Nicole Engard, on Sunday during the OBS Local Systems Roundtable slot.

Katrina thanked Corinne for creating the very attractive OBS-SIS AALL Events handout for the OBS Activities Area table.

CONNELL:

Katrina represented OBS at the CONELL Marketplace. OBS chose to raffle a one year membership to OBS at the CONELL Marketplace table, and the winner was Ryan Tamares, the Catalog Librarian at Stanford University's Law Library.

Committee Reports

Local Systems: Chair Kevin Carey was not present but provided a written report, which is available on the OBS website.

Nominations: Chair Christina Tarr reported that Marjorie Crawford was elected Vice-Chair/Chair-Elect and Barbara Ginzburg was elected Member-at-Large.

OBS/TS Joint Research Grant: Chair Kerry Skinner was not present, but provided a printed report, which is available via a link on the OBS website.

OCLC: Chair Jackie Magagnosc provided a printed report (which is available on the OBS website) and reported in person that OCLC has a round table scheduled for Monday at 11:45am.

OBS TSLI Editor-in-Chief, Michael Maben, reported that 4 issues were published; 3 on time and 1 delayed slightly due to a family emergency. He appreciated having the assistance of all the editors. Former TSLI Associate Editor, Michelle Thomas, left to resume her practice of law. The new Associate Editor is Sabrina Davis. TSLI received permission to reprint an interview in the March 2014 issue that Professor Joe Janes gave to the iNews (a publication of the University of Washington's Information School).

Web Advisory: Chair Tim Knight was not present. Katrina reported that Tim, the OBS webmaster, is good about making requested changes.

Awards

Katrina and Karen reported that they had awards/gifts/cards for the outgoing Board members, and a retirement award/gift for Jack Bissett.

Discussion Topics

OBS/TS JRG Committee Proposal – Ellen McGrath

The OBS/TS Joint Research Grant Committee recently surveyed a wide section of the AALL membership to learn why no one has applied for the grant in the past 10 years. According to the survey results, a lot of people didn't know it existed. Additionally, there are many "hoops" for applicants to jump through, such as providing updates and publishing results. In light of the survey results, the committee would like to brainstorm ways to restructure the grant processes and procedures in order to take away as many barriers as possible and encourage applicants. The committee would like the support of the OBS and TS Boards in order to start this brainstorming and restructuring process. Karen made a motion that the OBS Board support the committee's work to create a proposal for restructuring the grant's policies and procedures in order to encourage more applicants. The motion was seconded by Katrina and Chris, and passed unanimously by the Board.

2015 OBS VIP

Karen explained that historically OBS chooses VIPs who are well-known and/or good speakers on topics of interest to OBS and AALL, and offers them the VIP spot about a year ahead of the next AALL Annual Meeting. Then OBS tailors a program proposal around the VIP. If the AMPC chooses that program, OBS generally doesn't have to pay for the VIP, although now AALL makes each SIS pay for their one guaranteed program. Because of this new funding model, perhaps it's better to ask a potential VIP if they are willing to present at the AALL Annual Meeting, and if that program is accepted, then ask them to serve as the OBS VIP. Two VIP ideas for the 2015 meeting in Philadelphia are: Stephen Bell, who was the OBS VIP the last time the AALL Annual Meeting was held in Philadelphia, and gave a wonderful presentation; and Brad Wheeler, who is a big thinker on open source software.

Conference Calls for OBS Board Meetings

There was interest in conference calls instead of a lot of emails. AALL allows us to use their conference calling, for a fee, which is nice for immediacy of discussion.

Duties of Members at Large

Officer duties are posted on the web site.

OBS Procedures Manual

Katrina advises that if we're using the Procedures Manual and realize that something needs to be changed/updated we should update it.

OBS-SIS Brochure

The OBS-SIS brochure, last updated in 2009, is dated; Karen will look into updating its content.

Membership Recruitment

There was interest in recruiting Electronic Resources Librarians to join OBS-SIS. Chris invited an Electronic Resource Librarian she met at ILUG to attend the 2014 OBS-SIS Business Meeting. The Board discussed establishing a Membership Chairperson to encourage new AALL members, including Electronic Resources Librarians, to join OBS-SIS. Member-At-Large, Barbara Ginzburg, who has been an Electronic Resources Librarian herself, agreed to work on this project. Her goal is to create a welcome letter targeting all new AALL members to consider joining OBS-SIS, including some content that would be appealing to Electronic Resources Librarians.

The meeting was adjourned at approximately 4:58 p.m.

Respectfully submitted:

Melanie Cornell

Secretary/Treasurer, 2014-2015

July 12, 2014

OBS-SIS Financial Report
Thru June 30, 2014
Submitted by: Melanie Cornell

Beginning balance (5/31/2013): **\$ 7,395.86**
Ending balance (6/30/2014): **\$ 4,924.66**

2013 Annual Meeting Expenses:

Accommodations

Bill Kelm Lodging (1 night) AALL 2013	\$ 249.12
Eric Miller Lodging (2 nights) AALL 2013	\$ 562.02

A/V Equipment

A/V Equipment (Online Evaluation Fee)	\$ 80.00
A/V Equipment (Additional A/V Equipment Order (1 handheld mics))	\$ 92.21
Program Recording Fee (AALL 2013)	\$ 390.00
A/V Equipment (Standard A/V Program Equipment Setup Fee)	\$ 650.00

Food & Beverage

Sheraton 2013 Annual Meeting Food/Beverage bill for OBS-SIS	\$ 1,460.94
Washington State Convention Center 2013 (7/16/13 7:00 a.m. Room 304 TS/OBS-SIS Task Group on Vendor-Supplied bibliographic records)	\$ 127.92
Eric Miller Food (3 days)	\$ 119.19
Bill Kelm Food AALL 2013	\$ 42.85

Misc. expense

Matte & envelope for OBS certificate	\$ 9.31
ribbon expenses	\$ 52.00
joint reception signage (OBS portion)	\$ 17.80
joint reception podium microphone & 4 channel mixer (OBS portion)	\$ 42.09
A/V services on 7/14 - SIS-OBS2 (204)	\$ 325.22
A/V services on 7/15 - SIS-OBS5 (210)	\$ 98.55
AALL single-day registration for OBS Roundtable speakers, Al Cornish & Bill Kelm	\$ 390.00
Eric Miller Misc. (Internet at Sheraton 2 days)	\$ 21.90

Souvenirs/Giveaways

Souvenirs/Giveaways (1/2 of Amazon Gift card for OBS/TS Joint Research Grant Meeting raffle)	\$ 12.50
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Transportation

Bill Kelm Transportation AALL 2013	\$ 74.76
Karen Coyle Ground Transportation	\$ 108.20
Transportation (Air fare for Karen Coyle)	\$ 346.80
Eric Miller Air Travel Columbus to Seattle	\$ 672.60
Eric Miller Personal Car Mileage	\$ 28.26
Eric Miller Ground Transportation	\$ 36.00
Eric Miller Airport Parking	\$ 51.00

TOTAL: **\$ 6,061.24**

2013 Annual Meeting Expense Offsets:

Contributions (Innovative Interfaces, Inc.'s contributions for 2013 Joint Reception (received Sept. 2013))	\$ 1,375.00
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TOTAL 2013 NET ANNUAL MEETING EXPENSES (since June 30, 2013 report): \$ 4,686.24

2014 Annual Meeting Expenses (already paid out):

Food & Beverage

Candy for OBS Activities Table	\$12.24
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Misc. expense

OBS-SIS 2014 Activities Table: table décor	\$10.77
3 mats for certificates	\$15.71
6 envelopes for certificates (includes 3 extra for next year for better price)	\$26.10
AmEx gift card (Katrina Piechnik (Chair)	\$105.95
Amazon gift card (Chris Tarr (Past Chair)	\$25.00
Amazon gift card (Corinne Jacox (Member at Large)	\$25.00

Postage/Freight

Postage for 2014 OBS survey raffle prize	\$9.50
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Souvenirs/Giveaways

2014 OBS survey raffle prize	\$15.44
OBS-SIS 2014 Activities Table: give-aways (puzzle balls)	\$294.25

TOTAL 2014 Annual Meeting Expenses (already paid out): \$ 539.96

Income (4/1/13 to 5/31/14):

2013-2014 Dues **\$2,755.00**

Ending balance (6/30/2014): \$4,924.66

2014 Annual Meeting Expenses (Actual expenses, not yet recorded)

OBS membership expense for Ryan Tamares (winner of free OBS membership raffle at the CONELL OBS Table)	\$20.00
OBS membership expense for Rachel Baarz (winner of free OBS membership raffle at the OBS Activities Table)	\$20.00
Hotel & parking for Nicole Engard, OBS-SIS VIP (AALL 2014)	\$282.74
Lunch for Nicole Engard, OBS-SIS VIP (AALL 2014)	\$20.86
Honorarium for Nicole Engard, OBS VIP at AALL 2014	\$200.00
Mileage (105 miles) from home to Marriott for Nicole Engard, OBS VIP at AALL 2014	\$58.80

Mileage (105 miles) from Marriott to home for Nicole Engard, OBS VIP at AALL 2014	\$58.80
tolls (\$0.53 each way, to and from San Antonio) for Nicole Engard, OBS VIP at AALL 2014	\$1.06
Sign holders for OBS Activities table and memory book for Jack Bissett's retirement	\$47.24
Shipping OBS Activities Table supplies (2 boxes) to Katrina in Philadelphia (for 2015)	\$50.64

2014 Annual Meeting (anticipated, potential) Expenses

- Room Charge for: Joint Reception of the TS/OBS/RIPS/CS SISs a.k.a. Alphabet Soup Reception (sponsored by Innovative Interfaces) (Saturday 7/12/14, 7:00 PM; Marriott Riverwalk-Alamo Ballroom Salon D) (OBS portion, shared equally with CS, RIPS & TS)
- A/V charges for: Joint Reception of the TS/OBS/RIPS/CS SISs a.k.a. Alphabet Soup Reception (sponsored by Innovative Interfaces) (Saturday 7/12/14, 7:00 PM; Marriott Riverwalk-Alamo Ballroom Salon D) (OBS portion, shared equally with CS, RIPS & TS)
- Food, Beverage for: Joint Reception of the TS/OBS/RIPS/CS SISs a.k.a. Alphabet Soup Reception (sponsored by Innovative Interfaces) (Saturday 7/12/14, 7:00 PM; Marriott Riverwalk-Alamo Ballroom Salon D) (OBS portion, shared equally with CS, RIPS & TS)
- Room Charge for: OBS-SIS Local Systems Roundtable (speaker: Nicole Engard, OBS VIP (Sunday 7/13/14, 11:45 AM; Marriott Riverwalk-Travis)
- A/V charges for: OBS-SIS Local Systems Roundtable (speaker: Nicole Engard, OBS VIP Sunday 7/13/14, 11:45 AM; Marriott Riverwalk-Travis)
- Room Charge for: OBS-SIS OCLC Users Group (Monday 7/14/14, 11:45 AM; HBGCC-Room 007A)
- A/V charges for: OBS-SIS OCLC Users Group (Monday 7/14/14, 11:45 AM; HBGCC-Room 007A)
- Room Charge for: F1: Orbis Cascade Alliance Summit (Tuesday 7/15/14, 10:15 AM; HBGCC-Room 217A)
- A/V charges for: F1: Orbis Cascade Alliance Summit (Tuesday 7/15/14, 10:15 AM; HBGCC-Room 217A)