



LIBRARY SYSTEMS & RESOURCE DISCOVERY SPECIAL INTEREST SECTION

LSRD-SIS 2021

Executive Board Meeting Minutes

September 14th at 3:00 p.m. via Zoom
Minutes submitted by Chris Todd

1. Call to Order/Welcome

In attendance: Larissa Sullivant (Chair), Keiko Okuhara (Vice Chair/Chair Elect), Kevin Carey (Past Chair), Chris Todd (Secretary/Treasurer), Rachel Evans (Member at Large), Keelan Weber (Member at Large)

2. Approval of Minutes

Minutes from the July annual business meeting were distributed in advance of today's meeting, these will be approved at next year's annual meeting. We are missing the minutes from the last LSRD board meeting on June 22, 2020. Chris will contact previous Secretary Liz Manriquez to get a copy of these.

3. Officer reports

Secretary/Treasurer:

Our finances are in good standing. LSRD's last quarterly balance was \$4,476, less \$600 in outgoing expenses (\$300 for scholarship contribution and \$300 for OCLC). We are still waiting for an invoice for the OCLC Worldshare Collection Manager training organized by LSRD over the summer.

Chair:

Larissa has been working on establishing a Membership Committee for LSRD. This will be addressed in detail during the New Business portion of the meeting.

Vice Chair:

Keiko detailed an AALL leadership training session she attended and initiated a brief discussion on providing feedback/corrections to distributed minutes.

Members at Large:

No report.

4. Old Business

George A. Strait Scholarship

Larissa proposes that LSRD's \$300 donation to the George A. Strait Minority Scholarship be established as an ongoing annual commitment. A motion is introduced and carries unanimously. LSRD will now make this contribution annually.

Recruitment

Keelan noted LSRD's need to recruit a broad and diverse group of members to sustain the SIS. Kevin indicated that the nascent Membership Committee will be tasked with exploring this further.

Larissa noted that she and Kevin participated in CONELL and engaged with one interested AALL member. Unfortunately, this prospective member was not able to join the SIS, further highlighting the importance of a membership committee.

5. New Business

Feedback for 2021 TS/LSRD Virtual Summit

Feedback indicates that our membership would like the annual summit to continue, either before or after the AALL conference. The LSRD board will continue to collaborate with TS leadership to organize and promote future Virtual Summits.

Kevin noted that this feedback indicates that participants would like longer sessions, over an hour for more involved topics. Keelan points out that preconference surveys indicated that members wanted shorter sessions. Keiko suggests adding another day to the summit to accommodate longer sessions.

Larissa suggests 90-minute sessions with a break instead of a 60-minute session. She noted that in-person meetings were often scheduled at 7am, excluding people from western time zones or those traveling from long distances.

Potential discussion topics for future events: discovery layers, management issues, and childcare. The group discussed having several summits throughout the year to facilitate ongoing discussions.

Dormant Roundtables

Kevin identified several LSRD Roundtables that have not been active in several years (Heads of Systems and Research). The board agrees that it is time to delete these from our website and promotional materials.

Website

Kevin, Ismael, and Keelan are reviewing the [LSRD website](#) for accuracy and currency. This group has also updated and reorganized [Committee Roster page](#). The board discussed using the LSRD [Facebook page](#) to cross promote news and announcements from our website.

Membership Committee

This Membership Committee was established at the 2021 LSRD annual meeting last summer. Larissa reads a draft document outlining the proposed goals and responsibilities of this committee. The duties of the committee include:

- soliciting new members to the LSRD-SIS during CONELL and throughout the year,
- work with TS-SIS to promote cross-membership,
- provide new members with information about our association,
- provide an accurate a membership directory

Larissa proposes dividing the Membership Committee into two subcommittees: Policy Subcommittee and Recruitment Liaison Subcommittee. The Policy Subcommittee will be tasked with drafting a welcome letter for new members.

The LSRD Secretary/Treasurer will be a ex officio member of the Recruitment Liaison Subcommittee since they receive the initial notice when a new member joins the section. This group can also contact prior members to see if they are interested in rejoining the SIS. The chair of this committee can be a volunteer from the membership or by direct appointment of the LSRD Chair.

Keiko proposes LSRD co-sponsor the Sandbox Series to increase the visibility of the SIS. Rachel agrees with this notion and will work with Christine George (President of Law Repositories Caucus) to facilitate this.

6. Adjournment

Larissa calls for adjournment, motion carried. Meeting adjourns at 3:55pm.

Respectfully submitted:

Chris Todd, LSRD Secretary/Treasurer, 2021-2023