



LIBRARY SYSTEMS & RESOURCE DISCOVERY SPECIAL INTEREST SECTION

LSRD-SIS 2022 Executive Board Meeting Minutes

January 13th at 2:00 p.m. EST via Zoom

1. Call to Order/Welcome

In attendance: Keiko Okuhara (Chair), Becky Bearden (Vice Chair), Larissa Sullivant (Past Chair), Chris Todd (Secretary/Treasurer).

Keiko calls the meeting to order at 2:05 pm EST.

2. Approval of Minutes

Draft minutes for the November 16th and December 9th meetings were distributed prior to today's meeting. No corrections or additions are requested by the board, they are approved as written.

3. Officer reports

Secretary/Treasurer: There have been no changes to our finances since the December meeting, Chris notes following expenses are earmarked for payment:

- \$300 pledged to the ALA Catalog Liaison Fund
- \$300 donation to Black Law Librarians Special Interest Section

After payment of these expenses, LSRD-SIS will have a projected balance of \$4,866. A quarterly financial statement should be ready by our meeting in February.

Members at large: No report.

Past Chair: Larissa has communicated with BLL-SIS leadership to confirm their interest in our donation. She has been in touch with Chair Yolanda Jones. LSRD Treasurer Chris will follow up with the BLL-SIS treasurer and set up the logistics of our donation.

Vice Chair: Becky brings a motion to the board to offer two \$20 Amazon gift cards for participation in our annual membership survey. The intention is to encourage participation, the Board approves this expense.

Chair: Keiko applauds the efforts of the Education Committee in assembling a successful program proposal and reported that two program proposals were selected for the 2023 AALL conference in Boston. They were *Batch Please: Leveraging Batch Record Loading For Integrated Library System Improvements And Enhancing Resource Discovery* as a hot topic program and on Monday July 17 and *Discovering Diversity Through Linked Data* on July 18. With no obvious candidate for VIP program speaker, Keiko has doubts that a VIP program will come together in time. She notes that the room reservation can be canceled if needed. She also promotes the upcoming webinar hosted by the LSRD OCLC Committee.

From the LSRD mailing list:

LSRD-SIS OCLC Committee cordially invites you to a participant-oriented panel discussion Webinar on [OCLC: Reimagine Descriptive Workflows: A Community-informed Agenda for Reparative and Inclusive Descriptive Practice](#) authored by Rachel L. Frick and Merrilee Proffitt. This is a collaborative event with the AALL Native Peoples Law Caucus. We would like to extend our appreciation to Anne Luke, Chair of the Native Peoples Law Caucus and its members.

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4. Committee Reports

Local Systems Committee - Keiko notes that board member Keelan Weber will facilitate the group discussion Institutional Repository group at an upcoming Local Systems Committee event. The group will have a planning meeting on February 3rd via Zoom.

Membership Committee – Larissa notes our last new members joined in December 2021, these librarians were newly hired into systems/cataloging positions at the time. We have not received any new members since then. Becky notes that our upcoming LSRD sponsored programs will be a good opportunity to promote the SIS.

Nominations Committee – Keiko notes that several terms will end in 2023. We will need a slate of candidates to move into these roles.

5. Old Business

Membership Survey – Becky met with Keiko and Larissa to revise the questions from the last survey. Becky will compile these into the AALL survey format and present them to the board for review. The survey will be distributed for one month with a reminder email sent before the survey closes. The survey should be ready for distribution in early February.

LSRD Manual Update – <https://www.aallnet.org/lrdsis/about-us/procedures-manual/>

Keiko shares an updated version of the “Overview” section of the LSRD handbook. This section was reviewed by Kevin Carey. This updated text standardizes the use of the term “Manual”, where prior versions used the term “Handbook”. Keiko notes that LSRD does not have a Strategic Plan, it is agreed that this task can be handled by the incoming LSRD board. The TS-SIS Strategic Plan can be used as a starting point of the next Board to discuss it. The group approves the implementation of timing of the Education Committee Chair role. The LSRD-SIS Vice-Chair/Chair-Elect will step into their role on January 1st following their appointment to allow more time for program proposals.

6. New Business

LSRD Committees – Keiko notes the need for more robust descriptions of our subcommittees. She notes the distinction between Standing Committees (OCLC, Local Systems) and Administrative Committees (Membership, Nomination, etc).

7. Adjournment

Keiko calls for adjournment at 2:58 pm, the board’s next meeting will be Friday February 10th at 2pm EST.

Respectfully submitted:

Chris Todd, LSRD Secretary/Treasurer, 2021-2023