



## LIBRARY SYSTEMS & RESOURCE DISCOVERY SPECIAL INTEREST SECTION

### LSRD-SIS 2024 Executive Board Meeting Minutes

January 10<sup>th</sup> at 2:00 p.m. EST via Zoom

#### 1. Call to Order/Welcome

Becky Bearden (Chair), Keiko Okuhara (Past Chair), Joe Cera (Vice Chair), Sam Cabo (Secretary/Treasurer), Bee Bornheimer (Member-at-Large), Keelan Weber (Member-at-Large), Larissa Sullivant (Membership Chair), Chris Thomas (OCLC Chair), Lauren Seney (Nomination Chair)

Becky called the meeting to order at 2:05 pm EST.

#### 2. Approval of Minutes

Becky moved to approve the December 13<sup>th</sup> meeting minutes. No corrections or additions are requested by the board, the minutes are approved as written.

#### 3. Officer reports

Secretary/Treasurer (Sam): Sam prepared the minutes for the January 10<sup>th</sup> meeting. Nothing to report otherwise.

Vice-Chair (Joe): Nothing to report.

Members-at-Large (Keelan): Nothing to report.

Past-Chair (Keiko): Nothing to report.

Chair (Becky): Becky submitted the meeting requests to AALL, despite some back-and-forth with AALL regarding the information Becky provided. She hasn't heard back since her last email and assumes we're in good shape. Becky prepared the agenda for the January 10<sup>th</sup> meeting.

#### 4. Committee Chair Reports

Membership (Larissa): Larissa announced that her program, *Making it Count: Collecting Electronic Resources Statistics in Law Libraries*, will take place at AALL 2024 on Tuesday, July 23<sup>rd</sup> at 9:30 a.m. LSRD membership numbers increased from 251 in September to 256 in November. There are six new memberships and one lapsed membership. New members hold a variety of roles, including Library Co-Director and Clerical Assistant, and are based nationwide from California to New York. Larissa thanked Sam for compiling and sharing the membership data. Sam will continue to send updates as she receives them from Anna (AALL). Larissa mentioned reaching out to new TS-SIS members within her local network to encourage them to also join LSRD-SIS.

OCLC (Chris): Chris is planning to meet with Katie Lynn (UND) to figure out a Zoom meeting for the summer. Otherwise, the committee is working on the usual OCLC updates and the TSSL column.

Education (Becky): The next committee meeting is January 23<sup>rd</sup>. The committee didn't meet in December. Becky does not have an update on the accepted AALL programming beyond what Larissa and Keiko have provided. In addition to the room requests Becky submitted, LSRD has reservations for two roundtable discussions; the committee is developing one roundtable on discovery, and the other roundtable can be abandoned if there isn't a second discussion topic. Becky thanks Keiko for her continued work on the Aspen Discovery webinar. At the end of December, Faye Bates (UConn) submitted a write-up on the Batch Please webinar series, and Sam Thorne (NCCU) submitted a write-up on the Wiki Data webinar. Becky notes these write-ups should generate good PR, as well as a recorded history of LSRD programming. Education Committee leadership will change in January; Joe is taking over for Becky. Becky and Joe will meet to discuss the change and report back to the Board.

Nominations (Lauren): Lauren announced the slate of candidates for the 2024 elections: Ben Carlson (UPenn) for Vice-Chair/Chair-Elect and Adam Cash (LLS), Jim (James) Kalwara (Colorado), and Sam (Samantha) Thorne (NCCU) for Member-at-Large. Lauren will remind the candidates (today, 1/10) to send their statements before the end of the month.

Web-Advisory (Becky for Chi): Nothing to report. Please continue emailing any needed website updates/changes to Chi.

Local Systems (Keiko): The next committee meeting will be scheduled for February. The committee is developing a new programming series on statistics and reporting. The series will follow the Batch Please model; an Aspen Discovery session is scheduled for 2/7 and a Folio general overview is scheduled for 2/23. Keiko will promote the Local Systems Committee meeting once the Alma and Institutional Repositories session dates are scheduled.

Strategic Planning (Joe): Nothing new to report. Joe will schedule a meeting once he and Becky have had time to discuss leadership changes.

## 5. Old Business

Marketing materials and swag for AALL 2024: Becky, Bee, and Keelan set the following deadlines: designs and materials should be selected by April and orders placed in May to ensure everything arrives in June, leaving time to resolve potential issues. Becky suggests that Bee and Keelan meet to compile their ideas and then solicit feedback from the board via email. Bee asks whether the board has picked conference materials. Becky confirms “LSRD-SIS” ribbons (maybe with the lizard icon), and the poster, which needs to be revamped. The board has discussed pins and bookmarks, but no decisions were finalized. Bee notes that the existing poster layout and elements can’t be copied directly, but changes can be adapted from it. Bee and Keelan review the poster and ask the board what information is missing or inaccurate. Becky recalls discussing two major poster changes: incorporating the Areas of Interest and Institutional Repositories and focusing on content rather than graphics. Keelan asks if the Local Systems groups should be added to the poster; Becky says yes. Bee asks if we want to keep the existing poster headings. She and Becky agree to start with the existing headings and discuss additions later, if needed. Bee and Keelan have a meeting scheduled to work on the materials. Keelan says they’ll remove the Facebook information and review the other links and QR codes. Becky suggests that any pins or bookmarks have a simple design that matches the motif of the poster.

LSRD hat: Becky will follow-up with the vendor in the coming months.

Review bylaws, descriptions of board member roles, and committee information:  
Reminder to the board to carefully review the bylaws and descriptions of their roles on the LSRD webpage. Becky asks the board to clarify and edit their duties for the benefit of future board members. Send any changes to Chi.

## 6. New Business

Calendar of Activities – Three-month preview:

Appointing Facilitators for AALL Discussion Groups and Roundtables (January):  
Keiko will facilitate the Local Systems meeting and Joe and Becky will facilitate the incoming board meeting. The Education Committee and board will need to discuss appointments for the other two meetings if we decide to have them.

Election Updates (January): The Nominating Committee has finalized the slate and will ask candidates to submit their bio statements to Sam (Secretary/Treasurer).

Biennial Survey: No Membership Survey this year.

Committee Appointments (January): Becky thinks some sitting members will opt to stay in their roles. She and Joe will confirm which folks want to step down.

Website Updates (January): Becky mentions promoting the volunteer form and suggests looping in Larissa since she's the Chair of the Membership Committee.

Education Committee Updates (January): Joe will replace Becky as Chair of the Education Committee.

TSSL March Issue (February): Becky will include the slate of candidates in her "From the Chair" column.

## **7. Adjournment**

Becky calls for adjournment at 2:32 pm. The board's next meeting will be Wednesday, February 14<sup>th</sup>, at 2 pm EST.

Respectfully submitted:

Sam Cabo, LSRD Secretary/Treasurer, 2023-2025