



## LIBRARY SYSTEMS & RESOURCE DISCOVERY SPECIAL INTEREST SECTION

### LSRD-SIS 2024-2025 Executive Board Meeting Minutes

2024-2025 Incoming Executive Board Meeting  
AALL 2024 – Chicago, IL  
July 21<sup>st</sup> at 7:30 a.m. CDT in-person and via Zoom

#### 1. Call to Order/Welcome

Joe Cera (Chair, virtual), Ben Carlson (Vice-Chair, in-person), Becky Bearden (Past-Chair, in-person), Sam Cabo (Secretary/Treasurer, virtual), Sam Thorne (Member-at-Large, virtual)

Joe called the meeting to order at 7:34 am CDT.

#### 2. Approval of Minutes

Postponed until August EB meeting.

#### 3. Officer reports

Secretary/Treasurer (Sam C.): Sam C. presented Becky with a plaque commemorating her service as LSRD-SIS Chair. She will mail it to Becky after AALL. Final S/T annual report is pending; still waiting on June financial report. Spoke to Chris (Siwa) about membership/roster updates. Will request an updated roster after August 1<sup>st</sup>. Any 2023-2024 members who do not renew by 08/01/24 are removed from the roster and community directory. Sam signed-off after delivering report.

Vice-Chair (Ben): Attended AALL Virtual Leadership Training Debrief and ran the CONELL Marketplace table (both on 07/20/24). Had a good turnout at the marketplace; met a lot of enterprising, young librarians, shared LSRD-SIS mission and offerings, and explained the LSRD acronym (noting it's a branding problem). Ben's confident we gained new recruits from the event.

Members-at-Large (Sam T.): Joe welcomed Sam T. to the EB and thanked her for her participation and contributions to LSRD. Sam T. met with Bee and Keelan (Past Member-at-Large) to discuss their activities, ideas, and things to continue. Goals for the year are to work on the Areas of Interest and develop an Areas of Interest webinar. Becky noted that the EB and committee duties are under review, but members are otherwise encouraged to save the information, and the Calendar of Events (timeline), for reference.

Past-Chair (Becky): Outgoing meeting was held 7/10/24. Becky is managing LSRD's onsite presence at AALL (see more below). Joe and Becky, along with the TSSL Board and TS and LSRD chairs, are managing the EIC vacancy (update below).

Chair (Joe): Focusing on, and anticipating upcoming, Chair duties. Setting-up various meetings including monthly EB meeting. Will send scheduling email to the EB. Recording list of Vice-Chair duties and notes based on own experience in the role; will share with Ben.

#### **4. Committee Chair Reports**

Membership (Joe and Becky for Sam C.): Committee Chair seat still vacant. The role has been advertised to the membership. Sam C. will serve as interim Committee Chair.

Becky shared Keiko's suggestion that the Members-at-Large serve on the Membership Committee (due to the overlap of responsibilities) with the Secretary/Treasurer (tracking membership numbers and new members). Sam T. will review Member-at-Large responsibilities and confirm whether adding the membership committee would be manageable. EB agrees the committee should have (at least) one member who is not concurrently serving on the EB, but after review, the committee may decide they don't need additional members.

Joe will share the link to the committee duties after the meeting. The committee will review and update the duties and role committee chair (action item for August).

OCLC (Joe and Becky for Chris): Nothing to report. Holly (Grimes, newly appointed committee member) is planning to connect with Chris to discuss committee charges.

Education (Joe and Becky): Committee meeting in early August; scheduling email will be circulated after AALL. Agenda to start AALL 2025 planning and discuss potential LSRD webinars.

LSRD appointed two Education committee members to serve as liaisons between TS-SIS Professional Development Committee and LSRD-SIS Education Committee. Liaisons are existing members of TS-SIS and TS-SIS Professional Development committee. At least one liaison will attend each committee meeting to strengthen communication and facilitate collaboration and partnership between the committees/SISs.

Joe suggested that LSRD meet with the Law Repositories Caucus (LRC) to discuss programming crossover and collaboration. Ben spoke to Aaron (Retteen, LRC Past-Chair) at AALL. LRC is interested in collaborating with LSRD, so long as the means

balances the interests of the caucus (no membership fees). Joe suggested sharing LRC and LSRD programming across both listservs to increase likelihood of catching crossover/conflicts early enough to communicate and/or collaborate. Becky added that any LSRD + LRC programming would be memorialized in TSLL, and other reports (i.e., more PR for LRC). LSRD is currently free to share LRC programming on the LSRD listserv.

Nominations (Becky reporting for Keiko): Committee will begin work in August and ramp up efforts until the slate of candidates is complete. Becky praised Keiko's past recruitment efforts and is confident she'll do a great job as committee chair.

Web-Advisory (Becky for Chi): The committee is still focused on website cleanup. As Past-Chair (EB), Becky is serving a concurrent term on the Web-Advisory committee, facilitating updates, changes, and modifications.

Local Systems (Becky for Keiko): Local Systems Committee meeting will be held this afternoon (AALL, 07/21/24, 12:45-1:45 pm CDT). An LSRD member has agreed to serve as the program reporter.

Strategic Planning (Ben): The Strategic Planning committee is shifting into year/phase two: figuring out actionable strategic planning directives for the year. LRC was formed by AALL members who felt they didn't fit into existing SISs or groups. LSRD could reach/attract a more-diverse membership, across reference and technical services, by marketing the cross-functional impact of library systems. Becky shared feedback from a new LSRD member who is a long-time member of TS and another SIS. They opted to join LSRD rather than renew with their other SIS because they supervise library systems staff in their library. Becky thinks there's an opportunity to reach similar AALL members. After speaking with a new librarian about AALL conference programming, Ben suggested LSRD host an offsite, pre-AALL conference hackathon event to showcase its technical/technological offerings. This would be a difficult undertaking, but the EB liked the idea, and Becky encouraged Ben to share the Strategic Planning committee's thoughts with the Education committee.

## **5. Old Business**

AALL SIS Archives Update: SISs have shared their concerns with AALL's archives decision via the Council of SIS Chairs. Some SISs want to reopen the conversation with AALL. The LSRD board isn't aware of any important LSRD materials in the archive, but no inventory was shared for confirmation. The board believes any important LSRD information and materials are memorialized in TSLL or on the LSRD-SIS website. Becky asked the board whether LSRD-SIS should intervene in support of the SISs that are speaking up. The board agreed that AALL is charged with representing the interests of the SISs, and SISs are unsatisfied with how AALL has handled this process. SISs have offered to take on the review and inventory of the archives, but AALL's standard response has been "no." Based on the information provided, and not knowing how many SISs are affected, the board agreed that LSRD-SIS supports these groups, naming TS-SIS

specifically. The board also noted LSRD's commitment to preservation, and AALL's commitments to preservation as an institution of our profession. Joe will send a message via the Council of SISs expressing LSRD's support of this effort and offering help, and he will confirm what details SISs are sharing with their memberships before the LSRD board passes any information on to the membership.

TSLL EIC Search: In the past year, TSLL communication issues have been a regular topic of discussion during the TS- and LSRD-SIS Chairs' meetings, and members of the editorial board recently contacted them to share similar concerns and frustrations. EIC is a two-year term, but TSLL policy requires the advisory board meet annually to review performance and vote on whether a member should continue their term. Due to the communication concerns and TSLL not holding meetings, the TS- and LSRD-SISs' Chairs and Chair-Elects met with the TSLL board. They agreed to ask the EIC to resign, which they did. The TSLL board marked that meeting as their annual business meeting and report, per procedure.

The EIC role is currently vacant. Becky asked the board to nominate anyone who may be interested. The EIC role focuses on content gathering, less on editing, regularly recruits reporters from the memberships, arranges reports on relevant programming, follows-up with grant and scholarship recipients regarding writing assignments, and works with the TS- and LSRD-SIS Chairs on their quarterly contributions. The Layout Editor (Joan Stringfellow) and Associate Editor (Stacy Fowler) will serve as interim EIC until the next issue is published. More than half of TSLL's columns were unassigned, but thanks to the efforts of the TSLL board, the next issue is covered. Board members plan to speak with past TSLL board members who may be willing to step back in, even as interim, during AALL. Otherwise, the vacancy will be advertised by both SISs. If no TS- or LSRD-SIS members are interested, a suggestion was made to post the vacancy to the AALL Members Open Forum to attract AALL members interested in both EIC work and joining TS- and/or LSRD-SIS.

AALL 2024—Conference Status Updates: See Ben's CONELL report above. Becky purchased tabling candy, a gift card for Rick Ralston (guest speaker for the "Making it Count" session on Tuesday, 7/23/24), and "Thank You" cards for Keiko, Keelan, and Larissa, who are cycling off their board/committee roles. Becky also attended last night's (7/20/24) dine-arounds and spoke to other attendees about joining/LSRD-SIS. Becky shared that Lauren Seney gave the Local Systems Committee a good shout out during Saturday's Metadata Magician's program. Members are spreading the word about LSRD-SIS, folks are picking up LSRD ribbons and swag, and the poster looks great.

The LSRD-SIS Roundtable ("Taking the Mystery Out of Discovery") is tomorrow (7/22/24). Some participants have been more communicative than others, but the organizers stressed that the event is informal. There is a conflicting TS-SIS Hot Topic session.

## 6. New Business

Incoming Board Meetings: Future incoming board meetings will be held virtually rather than in-person during AALL. Since the Vice-Chair officially becomes Chair the day after AALL, the virtual incoming meeting will be scheduled within the week of AALL (as is the practice of other SISs). The in-person scheduling reminder will be removed from the calendar of events during the content review project.

Updating Calendar of Events & Roles: Becky will create/share a spreadsheet listing each calendar item and position duty, with columns for commentary, changes, or deletions. The board should work together to update the calendar, and work on their respective lists of duties.

Committee Charges & Expectations: Committee charges and decisions will be finalized during the incoming board meeting. Some appointments and actions items may already be determined by that time, but the board can address any outstanding committee appointments, schedule meetings, and identify action items to be addressed before the next board meeting (August). That will give the board, and new board members, an opportunity to get on the same page for the coming year. The Chair will share the board's notes with the Vice-Chair and committee chairs. The following notes were compiled during today's (7/21/24) meeting:

### *Education Committee:*

1. Areas of Interest webinar
2. Hackathon for a future AALL?
3. Discovery Roundtable follow-up webinars
4. LSRD-sponsored program(s) for AALL 2025
5. Solicit other (AALL) submissions
6. Use MyCommunities to solicit more participation—conversation topics
7. Liaising between TS- and LSRD-SIS
8. Tight timeline for arranging and securing LSRD programs—Vice/Co-Chair's initial focus should be soliciting program submissions and working with the Committee to submit programming to AALL.

### *Local Systems Committee:*

1. Programing that includes ILS/LSP and repositories
2. Nothing identified by the board or Strategic Planning Committee—Joe will ask Keiko for feedback on last year's programming, scheduling, and coverage
3. Continue regular, topic-based meetings

*Membership Committee:* See committee report above.

1. Board should review duties and revisit during August's meeting—Noted “welcome letter” sent to membership in July
2. Still looking for non-board member to see as Committee Chair
3. Members-at-Large can potentially help

*Nominating Committee:* No changes or suggestions.

*OCLC Committee:*

1. More collaboration
2. Include more of the other products

*Strategic Planning Committee:* See committee report above.

1. Developing actionable directives
2. Initial scheduling email (Vice-Chair) should include roadmap for coming year
3. Vice-Chair August action item to review committee materials

*Web Advisory Committee:*

1. Continue ongoing content review project—Board will have significant updates for the calendar of events
2. Reach out to new members—familiarize them with the project/project plan

## **7. Calendar of Activities Review**

Pulled from agenda. Completed items marked with strikethrough.

### JULY

- ~~i. “Leadership Training” Workshop (incoming chair and vice chair) — Saturday before AALL Annual Meeting~~
- ~~ii. CONELL Marketplace — Saturday morning (current chair represents LSRD-SIS)~~
- ~~iii. SIS Council Meeting (outgoing chair required to attend; incoming chair may attend) — Saturday afternoon~~
- ~~iv. LSRD-SIS Outgoing/Incoming Executive Board meeting (held either in-person or virtually)~~
- ~~v. LSRD-SIS General Business Meeting — (presided over by chair, passing gavel to incoming chair at close of meeting) — usually Monday~~
- ~~vi. AALL Activities Area (coordinated by second year member-at-large) — Poster highlighting LSRD-SIS activities~~
- ~~vii. LSRD/TS/CS/RIPS dine-arounds (coordinated by first year member at large)~~
- ~~viii. LSRD-SIS Education Committee meets to develop ideas for next year's Annual Meeting~~
- ix. Website – Update officers and committee chairs after Annual Meeting

## AUGUST

- i. TSLL columns due for publication in September issue
- ii. Committee chairs report on their meetings at AALL Annual Meeting
- iii. New LSRD-SIS chair writes “Letter from the Chair” column
- iv. Secretary/Treasurer submits minutes of LSRD-SIS business meeting, including any corrections to the previous year’s minutes
- v. Annual report for LSRD-SIS due (prepared by immediate past chair)
- vi. IdeaScale for next Annual Meeting active
- vii. Website – add links to programs

## SEPTEMBER

- i. LSRD-SIS Chair appoints a Nominating Committee. None of whom shall be a member of the Executive Board members
- ii. Annual Meeting call for proposals opens
- iii. Education Committee analyzes IdeaScale, solicits program proposals to address IdeaScale submissions and AMPC “must have” programs pertinent to LSRD interests

### **8. Adjournment**

Joe calls for adjournment at 8:39 am CDT. The board’s next meeting is Tuesday, August 20<sup>th</sup>, at 12 pm PT.

Respectfully submitted:

Sam Cabo, LSRD Secretary/Treasurer, 2023-2025