



**PRIVATE LAW LIBRARIANS  
& INFORMATION PROFESSIONALS  
SPECIAL INTEREST SECTION**



## **PLLIP-SIS EXECUTIVE BOARD MEETING OCTOBER 17, 2019 MINUTES**

### **CALL TO ORDER:**

The meeting was called to order at 12:02pm Pacific time.

### **ATTENDANCE:**

The following were in attendance:

- Saskia Mehlhorn, Chair
- Diana Koppang, Past-Chair
- Cynthia Brown, Secretary
- Leanna Simon, Treasurer
- Jeremy Sullivan, At-Large
- Caren Luckie, At-Large

: Absent:

- Chris Laut, Vice-Chair/Chair-Elect

### **APPROVAL OF SEPTEMBER MEETING MINUTES:**

Caren made a motion to approve the September minutes; Diana seconded the motion. The minutes were approved.

### **TREASURER'S REPORT:**

Leanna presented the treasurer's report to the Board. We have received the June 1<sup>st</sup> YTD figures from AALL, and the finances of the SIS are in good standing.

Leanna discussed the reimbursement process for PLLIP grants. All PLLIP requests must go through Leanna, as the Treasurer.

### **COMMITTEE REPORTS:**

Grants – The committee will advertise the Leadership Academy grants.



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Education for the annual meeting – The Board has provided the committee with their suggestion for the SIS-sponsored program.

Bylaws committee – The committee met at the end of September. They plan to review the bylaws to see if any changes or updates are needed. The next meeting is scheduled for mid-November.

Communications committee – The committee discussed graphics for Library Week, noting that the ALA graphics do not support AALL's more specific profession. Does AALL have any graphics or collateral that could be utilized for Library Week? Saskia will pose this question to the SIS Council and report back to the Board. The issues on the PLLIP website are ongoing, Cynthia will continue to work with Chris Siwa at AALL to resolve. The committee is also working on the resource guides.

Nominations – The committee has held its initial meeting and started planning for the coming year.

Summit – The committee has held its initial meeting and begun brainstorming ideas for the 2020 meeting. Subcommittee assignments are being made.

**ADDITIONAL BUSINESS:**

Diana provided an update to the Board on the AALL Law Librarianship as a Career Guidance Review Special Committee.

Saskia provided an update on the ALM – AALL LegalTech program.

Saskia discussed the state of the profession handbook and upcoming webinar.

Leanna discussed how we could better onboard new committee chairs and Board officers. The idea of documenting procedures was discussed. A (or The, if there is one already) PLLIP procedures guide was mentioned.

**ADJOURN:**

Having no other open business, Diana motioned to adjourn. Jeremy seconded. The motion was



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unanimously approved. The meeting adjourned at 12:46 p.m. Pacific time.