



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



PLLIP-SIS EXECUTIVE BOARD MEETING

APRIL 1, 2021

MINUTES

CALL TO ORDER

Meeting commenced at 4:34 p.m. Eastern

ATTENDANCE

Chris Laut, Chair
Marcia Burris, Vice-Chair
Allison Reeve Davis, Secretary
Leanna Simon, Treasurer
Caren Luckie, Member-at-Large
Andre Davison, Member-at-Large
Cynthia Brown, PLLIP Summit co-Chair
Abby Dos Santos, PLLIP Summit co-Chair

APPROVAL OF THE MINUTES

Minutes of Board's meeting on 3/4/2021 are unanimously approved.

TREASURER'S REPORT

Balance: \$78,760.33

PLLIP PROCEDURES MANUAL

Reviewed changes and comments

- 2021-2022 Board will undertake review of Bylaws Article IV, Section 4 to ensure Nominating Committee appointments are consistent between Procedures Manual and Bylaws.

Board approved with amendments.

PLLIP STRATEGIC PLAN/DIRECTIVES

2021-2022 Board will appoint a Special Committee to review and update PLLIP-SIS Strategic Directives document.

- Goal to create new directives reflecting current needs and envisioned future covering membership years 2022-2025
- Proposal to appoint 6 member special committee, 1 year term
- Call for Committee volunteers will go out in May
- Confirm committee appointments in June. Announce Committee at Annual Meeting.

COMMITTEES, CAUCUSES, AND EVENTS

SUMMIT COMMITTEE

Summit planning

- Co-chairs will attend all Board meetings through the Annual Meeting
- Proposed date: Friday, 7/16
- Sponsorships
 - \$20,000 provided from sponsors: Fastcase (\$10,000); Westlaw (\$5,000); Lexis (\$5,000)
- Conference platform
 - Waiting for confirmation
 - Must include breakout rooms and polling functionality
- Program
 - Keynote
 - Change management; awaiting confirmation of speaker
 - Morning session after Keynotes
 - Breakout room discussions
 - Change management: print, WFH, flexible schedules, and other topics
 - Afternoon workshop
- Charge to attend
 - Board unanimously approved \$25 fee and waiver for anyone out of work due to exigent circumstances.

EDUCATION COMMITTEE

Proposal to implement a mentorship program assisting new PLLIP voices in navigating the proposal and presentation process for the Annual Meeting. This is proposed as a separate, but related, function of the Education for the Annual Meeting Committee.

NOMINATIONS COMMITTEE

- Nominations announced

- Election open through April 16

GRANTS COMMITTEE

Annual Meeting awards

- Board unanimously approved deferring grants awarded for in-person attendance of the 2020 Annual Meeting to 2022.
- The Board unanimously approved awarding 10 grants to attend the 2021 Virtual Annual Meeting.

The 2021-2022 Board will consider awarding additional grants for attendance to the next in-person Annual Meeting.

AALL ANNUAL MEETING

- Possible date: begin on July 19
- Deadline for sponsorships, April 1

ADJOURN

Meeting adjourned at 6:04 p.m. Eastern.