



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



# **PLLIP-SIS EXECUTIVE BOARD MEETING**

## **NOVEMBER 11, 2022**

### **MINUTES**

#### **CALL TO ORDER**

Meeting commenced at 3:02 p.m. Eastern.

#### **ATTENDANCE**

Christine Sellers Sullivan, Chair  
Christina McKennerney, Vice Chair  
Marcia Burris, Immediate Past Chair  
Juli Stahl, Secretary  
Clarence Robertson, Treasurer  
Alexis Branham, Member-at-Large

#### **APPROVAL OF THE MINUTES**

Minutes of the Board's meeting on Oct. 14<sup>th</sup> - Alexis Branham moved to approve the minutes, Christina McKennerney seconded the motion, the minutes were unanimously approved.

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

Balance: The balance as of Sept. 30, 2022 is \$89,602.37  
There was a brief discussion on the possible origin of the \$1,097.16 increase since the June 30 report.  
A copy of the report is attached at the end of the minutes.

#### **COMMITTEE UPDATES**

PLLIP Website updates – Christine Sellers Sullivan delegated care and feeding of the PLLIP website to the Communications and Education committees

- Homepage
- Professional and Education Committee – updated with recent recordings. Updates have been suggested by Julie Jones. Additional content and access points have been added.
- Communications Committee – relevant information had been sent to the to wrong place and that content is now updated.



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## **PLLIP ZOOM SUBSCRIPTION**

Discussion continued on developing procedures for acquiring and distributing a PLLIP Zoom account.

It was decided that the PLLIP will acquire a 10 user Zoom One Business license with the Large Meeting add on.

- Juli will procure in the next two weeks.
- The email address purchasing the subscription will be PLLIP's and the secretary will be managing the licenses.

Procedure for use:

LICENSES:

- PLLIP email address
- Prof Dev & Edu is getting one license – email and confirm - Julie Jones
- PLLIP Summit – Juli Stahl will email chair and vice-chair as to who gets license
- PLLIP Diversity Summit – Juli Stahl will email chair and vice-chair as to who gets license

Not given to committees just using for committee meeting – that is to be facilitated by the chairs or members of the committee. Christine Sellers Sullivan will email the Committee Chairs to communicate that information and to find out which committees will have a need going forward for access to a Zoom account. At the next meeting the requests will be discussed.

## **PLLIP RESOURCE GUIDES**

Juli Stahl will review the CI Resource guide by the end of November and get back to the board with recommendations on any edits or other stylistic suggestions.

## **DIVERSITY COMMITTEE**

- Need Zoom well before 12.12
- Need fireside/ keynote speaker (\$12,000)
- Asking for \$10,000 from PLLIP to put on Summit for Speaker
- Want to keep price at \$25.00
- Last year had 110 and recouped \$2800



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- Question on Sponsorship. Can't get from AALL sponsors due to organizational structure.
- PLLIP approved \$5,000 previously.

Going back to them and asking them to explore more efficient costing speaker and outside sponsors themselves.

### **SPEAKER MENTORING COMMITTEE**

Successful and groups are meeting now.

### **SUMMIT COMMITTEE**

Brainstorming and discussing options

AALL Meeting Events – discussion about business meeting/lunch and issue with AALL and meetings either being sponsored or ticketed. Marcia providing more details on the sponsored/ticketed issue

- IP Breakfast
- Volunteer Dinner
- Business Meeting

### **ANY OTHER BUSINESS –**

None

### **ADJOURN**

Christina McKennerney moved to adjourn the meeting, Alexis Branham seconded the motion and the meeting was adjourned at 4:00 p.m. EDT.



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AMERICAN ASSOCIATION OF LAW LIBRARIES  
Revenues and Expenses  
Private Law Librarians & Information Professionals SIS (46-25)  
9/30/2022

		Months of Jul-Sep	Year-to-Date 9/30/2022
	Beginning Balance 10/01/2021		\$ 88,897.83
	Revenues		
3060	Donation	\$ 9,208.04	\$ 11,608.04
3140	Dues	\$ 1,750.00	\$ 12,380.00
3260	Miscellaneous Revenue	\$ -	\$ -
3370	Registrations (1)		\$ 10,015.00
3480	Royalties	\$ -	\$ -
3500	Miscellaneous Sales	\$ -	\$ -
3560	Newsletter Subscriptions	\$ -	\$ -
3570	Workshop Registrations	\$ -	\$ -
	Total Revenues	\$ 10,958.04	\$ 34,003.04
	Expenses		
4020	Accommodations		\$ 1,250.00
4160	A/V Equipment	\$ 850.00	\$ 850.00
4430	Exhibit Expense	\$ -	\$ -
4490	Food & Beverage	\$ 4,708.04	\$ 4,708.04
4530	Awards	\$ 2,687.00	\$ 9,966.67
4570	Honoraria	\$ 145.59	\$ 14,145.59
4720	Misc Expense		\$ 78.00
4740	Supplies	\$ -	
4860	Postage/Freight		
4910	Election Expenses	\$ -	\$ -
4960	Printing	\$ 9.28	\$ 9.28
4990	Brochures	\$ -	\$ -
5010	Newsletter Expenses	\$ -	\$ -
5060	Internet		\$ 119.99
5190	Souvenirs/Giveaways	\$ -	
5280	Telephone	\$ -	\$ -
5320	Transportation	\$ 1,460.97	\$ 2,170.93
5900	Transfer to Other Funds	\$ -	\$ -
	Total Expenses	\$ 9,860.88	\$ 33,298.50
	Excess Revenues over Expenses	\$ 1,097.16	\$ 704.54



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	Ending Balance @ 9-30-22		\$	89,602.37
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(1) Includes revenues from Annual Meeting Luncheon