

PLLIP-SIS EXECUTIVE BOARD MEETING

MARCH 10, 2023

MINUTES

CALL TO ORDER

Meeting commenced at 3:04 p.m. Eastern.

ATTENDANCE

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

APPROVAL OF THE MINUTES

Minutes of the Board's meeting on January X 2023 - Christina Sims moved to approve the minutes, Alexis Branham seconded the motion, the minutes were unanimously approved.

Minutes of the Board's meeting on February X 2023 Christina Sims moved to approve the minutes, Clarence Robertson seconded the motion, the minutes were unanimously approved.

TREASURER'S REPORT

Balance: \$90,032.37 as of December 31, 2022.

ANNUAL MEETING

Room Requests – Set for Annual Meeting, IP Breakfast, and Summit
Sponsorships Volunteer Appreciation – Thomson Reuters - \$5,000
 Summit – Lexis & Thomson Reuters - \$10,000 each
 Any others? Not about BNA (pre Summit event) or CCH (PLLIP luncheon) sponsorships
Costs – Keynote & Workshop costs
 Look at cost and return for the money.
 Christine Sellers Sullivan & Christina Sims going to meet with summit folks to discuss options.

COMMITTEE UPDATES

Awards – How to handle Sheri’s grant. Not sure, nothing decided

Grants –

Diversity Summit – 10 allotted, none awarded

Self-Paced course “Foundations of Legal Research” – currently being promoted

Annual Meeting – Juli Stahl moved to approved up to 6 grants covering registration and

up to \$750 for travel with the option to revise later, seconded by Christina Sims,

Approved unanimously.

Waiting for Summit Grants until expenses are set

CONNELL – Grants – Alexis Branham made a motion to offer 2 grants for \$195 for

attendance at the 2023 CONELL, Ramon Barajas seconded the motion, it passed

unanimously.

Strategic Directions – presentation of documentation (attached) developed.

ANY OTHER BUSINESS

Zoom License – Resolved.

Mentoring is looking at additional survey taking forms as Survey Monkey is no longer an option.

ADJOURN

Meeting adjourned at 4:05 p.m. EDT. Motion to adjourn CS JS second

Strategic Directions documentation follows.

PLLIP Strategic Directions 2023 – Summary for PLLIP Board

Key:

1) Goal

- a) Objective (**Year***) (Responsible Committee)
- b) Objective
 - i) Task. (Year) (Responsible Committee)
 - ii) Task. (Year) (Responsible Committee)

*2023 in bold font

1) Promoting the value of PLLIP Librarians to the Legal Industry

- a) Expand presence and visibility at local, regional, and national legal association meetings in member cities
 - i) Communicate the deadlines/speaking opportunities with PLLIP membership (2025) (Speaker/Mentoring)
- b) Updating and keep current the PLLIP social media and AALL sites
 - i) Expand Communications Committee responsibility to include coordination of the Plan for Social Networking (2024) (Communications)
- c) Encourage members with contacting their alumni association when they win awards to advance the career (2023) (Membership)
- d) Nomination of PLLIP members for AALL awards and the Leadership Academy
 - i) Annual outreach to PLLIP and ask for updates - (retirement, hall of fame, etc.) (2024) (Membership)
- e) Inform Librarians about benchmarks, metrics, surveys re: the Latest Trends, Competencies, Current and Future Contributions (Education)

- i) Educational program to the PLLIP membership (2024)
 - ii) Executive Board to reach out to organizations running surveys (2025)
 - iii) Promote PLLIP thought leadership regarding surveys and studies (**2023**)
 - iv) Keep PLLIP membership abreast of the surveys - e.g. - American Lawyer survey, AALL SOTP, HBR (2024)
- f) PLLIP Promotional Pieces/Marketing (Communications)
- i) Utilize PLLIP AALL Listserv and reconstitute LinkedIn page to capture current suggestions and comments. (**2023**)
 - ii) Devise a Best Practices Guide for routine submissions to PLLIP/non-AALL publications (2025)
 - iii) Partnering with vendors to develop platforms with more librarian input and influence (2024)
 - iv) Create additional Tool Kit/Resource Guide (highlight PLLIP members - who is the audience?) (2025)

2) Education Opportunities Expansion

- a) Resource Guides/Programming (Education)
- i) Budgets, Excel, keeping up with technology (library/research/KM platforms) (2024)
 - ii) Practice area-specific training (i.e., patent searching, securities research, etc.) (2025)
 - iii) Communications training (improving writing, speaking, data presentation) (**2023**)
 - iv) Management-level training (budgeting, contract negotiations, supervisory skills) (2024)
 - v) Career development (interview skills, salary negotiations, resume building) (**2023**)
- b) Integrate PLLIP training with AALL's education platform (e-learning) (2025)

3) Recruitment into the Field (Membership)

- a) Create a toolkit that our members could send to their local schools/groups re: best practices (2025)

b) Involvement of PLL members who teach legal research classes in MLS degree and JD programs for Membership recruitment efforts

- i) Build a list of volunteers by region that could be guest speakers for library schools and provide that list to the iSchools. (2025)

4) Diversity into the Field (Diversity Summit Committee / Grants)

a) Make Diversity Summit a regular scheduled event

- i) Programming on how to recruit more diverse and inclusive candidates to your team (2024)
- ii) Funding for education opportunities specifically for minority members of our Committee/Grants community (2025)

PLLIP Strategic Directions 2023

Chair: Leanna R. Simon
 Board Liaison: Christine Sims
 Committee Members: John DiGilio, Chris Laut, Lynn Murray, Holly Riccio, Diana Koppang, Saskia Melhorn

GOALS/OBJECTIVES	TASKS	RESPONSIBLE COMMITTEE	2023	2024	2025
Promoting the value of PLLIP Librarians to the Legal Industry					
Expand presence and visibility at local, regional and national legal association meetings in member cities	Speaker/mentoring group - Communicate with PLLIP membership the deadlines/speaking opportunities	Speaker/Mentoring Committee			
Updating and keep current the PLLIP social media and AALL sites	Expand Communications Committee responsibility to include coordination of the Plan for Social Networking	Communications			
Encourage members with contacting their alumni association when they win awards to advance the career		Membership			
Nomination of PLLIP members for AALL awards and the Leadership Academy	Annual outreach to PLLIP and ask for updates - (retirement, hall of fame, etc)				
Inform Librarians about benchmarks, metrics, surveys re: the Latest Trends, Competencies, Current and Future Contributions	Educational program to the PLLIP membership	Education			
	Executive Board to reach out organizations running surveys				
	Promote PLLIP thought leadership regarding surveys and studies				
	Keep PLLIP membership abreast to the surveys - eg - American Lawyer survey, AALL SOTIP, HBR				
PLLIP Promotional Pieces/Marketing	Utilize PLLIP AALL Listserv and reconstitute LinkedIn page to capture current suggestions and comments.	Communications			
	Devise a Best Practices Guide for routine submissions to PLLIP/non-AALL publications				
	Partnering with vendors to develop platforms with more librarian input and influence				
	Create additional Tool Kit/Resource Guide (highlight PLLIP members - who is the audience?)				
Education Opportunities Expansion					
Resource Guides/Programming	Budgets, Excel, keeping up with technology (library/research/KM platforms)	Education			
	Practice area specific training (i.e., patent searching, securities research, etc...)				
	Communications training (improving writing, speaking, data presentation)				
	Management level training (budgeting, contract negotiations, supervisory skills)				
	Career development (interview skills, salary negotiations, resume building)				
Integrate the PLLIP training with AALL's education platform (e-learning)					
Recruitment into the Field					
Create a toolkit that our members could go to their local schools/groups re: best practices		Membership			
Involve PLL members who teach legal research classes in MLS degree and JD programs for recruitment efforts	Build a list of volunteers by region that could be guest speakers for library schools and provide that list to the schools.				
Diversity into the Field					
Make Diversity Summit a regular scheduled event	Programming on how to recruit more diverse and inclusive candidates to your team	Diversity Summit Committee/Grants			
	Funding for education opportunities specifically for minority members of our community				