

TS-SIS Executive Board Meeting: Minutes

November 28, 2017 at 11:30 AM Pacific

Present: Lauren Seney (Chair), Ajaye Bloomstone, Suzanne R. Graham, Trina Holloway, Diana Jaque, Gypsy A. Moody, Wendy Moore, Emily D. Nimsakont, Keiko Okuhara, Pat Roncevich, and Marijah Sroczynski

1. Welcome

Lauren Seney, Chair, welcomed attendees and called the meeting to order at 11:32 A.M. Pacific.

2. Financial Update-Diana Jaque

Diana recently received the Q4 statement from AALL HQ. Our balance as of September 30, 2017 is \$19,025.60. For comparison, our balance on September 30, 2016 was \$21,668.71. Diana is working with AALL HQ as there are a couple of questions concerning our various sub-accounts. Diana will update the board on our next call.

a. Marla Schwartz “Giving Campaign” and Auction

Lauren sent out an email today soliciting donations for Giving Tuesday. Last year, we solicited donations for the Marla Schwartz Grant as we did not know the auction’s status for 2017 (note: the auction was not held in 2016). First Year Member-at-Large Carol Collins spearheaded the Giving Tuesday campaign last year and TS received \$500 in donations from the 2016 campaign.

The Handbook does not reflect the current duties of either member-at-large. The Marla Schwartz “Giving Campaign” needs to be added as part of the First Year Member-at-Large duties. In the past, the Second Year Member-at-Large had helped plan the Joint (Alphabet Soup) Reception. As the reception was not held in 2016, and will not be held in 2017, Lauren would like the Handbook to reflect that the Second Year Member-at-Large now assists with the Silent Auction.

Marijah motioned that the First Year Member-at-Large be in charge of the Giving Campaign for Marla Schwartz and that we add to the Handbook that the Second Year Member-at-Large assists with the Silent Auction. Suzanne seconded the motion. The motion passed with no opposition.

3. Joint Reception

Lauren reported that AALL HQ informed us they have been unable to find sponsorship for the TS Business Meeting. She asked if we wish to consider having AALL look for sponsorship of the Joint Reception. Innovative had sponsored this event in the past, but declined to do so in 2016. At the 2016 meeting, dine-arounds were held instead of the

reception and many enjoyed participating in them. The other SISs who partnered with us on past Joint Receptions are comfortable with having the dine-arounds instead of the reception. After some discussion including the greater visibility offered by the reception, we agreed that it is too risky for TS to have their own reception with no other SISs joining and no guarantee of funding.

4. Website Changes

Martin is holding off on updating the website content as the website will be moving to a new platform after January 1. So, please hold off on requesting any minor changes until January.

5. Handbook Update-Suzanne

Suzanne gave some background on the current TS-SIS Handbook available online. The most recent update is from 2005 and is not a pdf. A 2017 revision is being proposed, but unfortunately an older version was distributed ahead of this board meeting. Suzanne will distribute the newest version in advance of our next meeting. Please send your thoughts or comments on the proposed revision to Suzanne.

6. Re-structuring TS Gameplan

Lauren will send out more concrete information about restructuring TS.

7. Standing Committee Updates

a. Cat & Class: update on restructuring-Keiko

Prior to the meeting, Keiko turned in a 6 page report on the Reorganization of Advisory Working Groups to the board and gave some background explanation. At the Annual Meeting in Austin, the reorganizing of the working group was discussed without making any decision on it. After the meeting, started from August, Keiko organized two one-week discussion periods followed by the survey at the end of each discussion period. Based on the two survey results, the two Advisory Working Groups, DCAG and CSCAG, are discontinued and replaced by the Metadata Policy and Standards Advisory Group (MPSAG). Any cataloging projects are coordinated/organized under the Cat & Class Committee.

b. Professional Development

Trina had a brief discussion about the work of the three subcommittees: Webinars, E-Forums, and Annual Meeting. Caitlyn will take on planning our hot topic. Please send any suggestions to her. For e-forums, Gypsy has been sending out emails and held three well-received e-forums: Structure of TS Standing Committees; Membership and Promotion of TS Standing Committees; and Administrative Committees, Standing Committees and Roundtables. Ajaye spoke a little bit about the annual meeting. She has asked for a list of approved programs from HQ, but has yet to receive it. So far we know that two programs proposed by TS members have been accepted: FCIL Basics and

Disaster Planning. We do not know which of the two TS sponsored programs was selected as our “#1” program.

8. Biennial Membership Survey- Wendy

Wendy discussed that the Biennial Membership Survey will be distributed in 2018. She will be working with Emily on the questions. Wendy has copies of questions used in prior years. Please consider if anything should be added and contact her with suggestions. The goal is to send out the survey in March.

9. Adjourn

Suzanne made a motion to adjourn the meeting and Wendy seconded the motion. Hearing no opposition, the meeting was adjourned at 12:34 P.M. Pacific.

Respectfully submitted by Diana Jaque

2017/18 TS-SIS Secretary/Treasurer