

TS-SIS Executive Board Meeting: Minutes

March 27, 2018 at 11:30 A.M. Pacific

Present: Lauren Seney (Chair), Ajaye Bloomstone, Sharon Bradley, Carol Collins, Trina Holloway, Diana Jaque, Gypsy Moody, Wendy Moore, Emily D. Nimsakont, Keiko Okuhara, and Marijah Sroczynski.

1. Welcome

Lauren Seney, Chair, thanked everyone for calling in and called the meeting to order at 11:33 A.M. Pacific.

2. Financial Update (Diana)

Diana let us know that according to the 12/31/17 AALL Quarterly Statement, we have \$21,606.60 in the TS-SIS accounts. Of this, \$3,350 is in a sub-account for the ALA Liaisons. So, our balance is really \$18,256.60. In the next quarter, January 1-March 31, we will be receiving \$1,100 in additional contributions for the liaisons from PLL (\$500), CS (\$300), and OBS (\$300). For ALA Mid-Winter, only one liaison, Jean Pajerek, attended. Her reimbursement was \$1,231.87 and she has \$251.46 remaining for reimbursement of expenses incurred at the ALA Annual Meeting in June. AALL should send the January through March quarterly statement in late-April or early-May.

3. Standing Committee Names

Lauren reported that the naming surveys had thirty-four responses: fourteen from members of Cataloging and Classification and twenty from members of Acquisitions, Serials, and Preservation. In both cases, it was a close vote, but there were no ties. The new names selected in the survey are: Metadata Management and Resource Management. Remember that the names are not set in stone and can be changed as we go forward.

Ajaye Bloomstone motioned to rename the Cataloging & Classification Standing Committee to Metadata Management Standing Committee and the combined Serials, Acquisitions, and Preservation Standing Committees to Resource Management Standing Committee. Marijah Sroczynski seconded the motion. There were no objections and the motion passed. Lauren commented that this will allow us to move forward and make name changes in the 2018 Handbook.

In addition, Lauren reminded us that the report recommended that Standing Committees were changed in terminology from committee to forum. Standing Committee implies a work product, but the thought is that the name forum implies that the entities are more discussion-oriented. Multiple board members chimed in and expressed that they wish to wait on this change.

4. Committee Updates

b. Bylaws

This update was taken out of order from the agenda as Suzanne Graham was not present and Lauren provided the update. The 2017 Handbook is available in PDF on the web site. The 2018 Handbook will not be available online until all sections have been updated. Suzanne is hoping to have a complete draft of the 2018 Handbook in April. Lauren noted that Suzanne thanks the board for input and suggestions.

a. Cataloging and Classification

Keiko Okuhara raised a question at the last meeting about her committee having two co-chairs appointed in alternating years. She was asked by a committee member why the board had recommended this structure. Lauren explained that it was partly to maintain the current level of involvement in the TS-SIS Executive Board. There is also a concern that the workload is at times chaotic and there needs to be more than one person. In addition, alternating co-chairs leads to greater continuity. Ajaye Bloomstone spoke a little about her experiences as a Professional Development Committee (PDC) Co-Chair. She confirms that in order to develop and maintain institutional history and move work along, it is easier with two co-chairs. Work can be readily divided up and the structure of two co-chairs has worked well for PDC.

c. Professional Development

Trina informed the board about the status of the Hot Topic. Caitlin gave several suggestions, but is still seeking input. The choices thus far are: RDA Toolkit Restructure & Redesign Project, Structures Internet Data, and Institutional Repository Metadata. Lauren asked Trina to forward a brief description of each topic to the board. Ajaye asked what deadlines there are for this. Lauren stated that the Hot Topic should be decided by late-April. So, Caitlin needs to have the topics and descriptions to the board by mid-April.

d. Awards

The Chapman Award winner has been decided, but Kevin Carey, Chair, is trying to notify everyone by April 1st. So, the winner cannot be announced at this time.

e. Other questions

Wendy Moore is working on 2018/19 appointments and asked if the plan for the Resource Management Co-Chairs is for Pat Roncevich to continue through July 2019 as she is the only one of the three (Acquisitions, Preservation, and Serials) chairs who is continuing beyond July 2018. Lauren responded that yes, this is the current plan. So, a second Resource Management Co-Chair will be appointed for 2018/19.

5. Old Business

a. Elections

The elections will take place Tuesday, April 10th through Thursday, April 26th. We have a full slate of candidates. As Diana Jaque is a candidate, she will set up the election online and then Lauren will change the password and run the election.

b. Liaisons

The ALA Liaison discussion will be in the AALL Executive Board April Board Book. This has not yet been released. Lauren encouraged everyone to look at the Ad Hoc Committee Report contained therein. (The Board Book became available on 4/1. Here is a link: <https://www.aallnet.org/wp-content/uploads/mediavault/2018/03/AALL-Board-Book-040618.pdf>)

c. Planning TS Business Meeting (virtual)

Lauren reminded us that this year's business meeting will be a virtual one. She asked those present if during the virtual meeting, she should allot time for committee chairs to discuss their committees. Those present suggested that instead she refer attendees to the published committee reports. Also of note, within the virtual meeting, we will need to make a bylaws vote. In closing, Lauren encouraged us to send any suggestions or thoughts about the meeting to her.

6. Adjourn

Keiko Okuhara motioned to adjourn the meeting and Wendy Moore seconded the motion. Hearing no opposition, the meeting was adjourned at 12:05 P.M. Pacific.

Respectfully submitted by Diana Jaque

2017/18 TS-SIS Secretary/Treasurer