



**American Association of Law Libraries  
Technical Services SIS  
2010/2011 Executive Board Meeting  
Sunday, July 24, 2011  
Philadelphia Convention Center, Room 106B**

**Attendance & Welcome**

Chair Pam Deemer called the meeting to order at 12:05 p.m.

Present: Pam Deemer, Ismael Gullon, Elaine Bradshaw, Chris Long, Suzanne Graham, Katrina Piechnik, Eric Parker, George Prager, Marilyn Estes, Shyama Agrawal, Ajaye Bloomstone, Hollie White, Aaron Kuperman, Virginia Bryant, Martin Wisneski, Richard Paone, Miriam Childs.

**Executive Board Officers' Reports**

**Secretary/Treasurer Report** – Elaine Bradshaw

Elaine reported that as of the May 31, 2011 statement, TS-SIS had a balance of \$15,766.84. TS-SIS held its election in May 2011 and had a 26% participation rate.

Approval of Minutes of Last Executive Board Meetings – March 25, 2011 & May 20, 2011

Correction to the minutes from March 25, 2011: change spelling from “publically” to “publicly” under the Chair Report.

Eric Long moved to accept the March 25, 2011 minutes as corrected, as well as the May 20, 2011 minutes. The motion was seconded and all approved.

**Chair Report** – Pam Deemer

Pam announced that the reports from the standing committees are on the TS-SIS website. She asked everyone to note any additions to their reports.

Pam attended the SIS Council meeting on Saturday July 23. The need for better communication between SIS's and AALL was discussed. Other items of discussion included possible projects for the SIS Council as a whole and videotaping programs. Ismael added that they talked about Headquarters making and announcing decisions without first talking with the SIS chairs.

**Vice Chair/Chair Elect Report** – Ismael Gullon

Ismael reported that all committee appointments have been made.

**Immediate Past Chair Report – Chris Long**

Chris had nothing to add to his report.

**Members-at-Large Reports –Katrina Piechnik and Suzanne Graham**

Katrina reported that Innovative was thrilled by the Alphabet Soup reception. The estimated attendance at the reception was around 200. Katrina has received around 40 donations for the silent auction.

Suzanne had nothing to add to her report.

**Standing Committees Reports**

**Acquisitions Committee – Eric Parker**

Eric reported that Ann Robbins, University of Illinois, has been working on an update of the list of legal publishers.

**Cataloging and Classification Committee – George Prager**

George reported that there was good attendance at the Cataloging and Classification Committee meeting.

**Preservation Committee – Marilyn Estes**

Marilyn reported on the digitization project discussion at last year's Preservation Roundtable meeting.

**Serials Committee – Shyama Agrawal**

Shyama reported that the Project Counter Task Group is continuing its work.

**Administrative Committee Reports**

**Awards – Linda Sobey**

No report.

**Education – Ajaye Bloomstone**

Ajaye reported that the ERM workshop filled to capacity quickly.

**Bylaws and Handbook – Chris Long**

Changes to the Handbook will be covered in Old Business.

**Joint Research Grants – Hollie White**

Hollie said that she hopes tomorrow's program will generate interest in the research grants.

**Membership – Sean Chen**

No report.

## **Nominations – Brian Striman**

No report.

## **Professional Development -- Aaron Kuperman**

Aaron said the committee was looking into a course on RDA—first as a program at next year's AALL, and then in the fall as an online offering. Aaron is planning to start with LC's RDA training and go from there. We need law-specific examples. He said it would be helpful if someone other than himself requested cooperation from LC. Perhaps someone from the AALL Executive Board could contact someone at a higher level at LC, such as Beecher Wiggins. Aaron wants to reach out to those who can't come to the conference for training.

Virginia asked about the possibility of using AALL2go for training. Aaron said he didn't know what the technical requirements for that would be. Another option would be for someone to offer to stream programming.

## **Other Activities**

### **TSLL – Virginia Bryant**

Virginia had nothing to add to her report.

### **TS SIS Online Forums -- Alan Keely**

No report.

### **Webmaster-Martin Wisneski**

Martin attended the Webmaster's workshop hosted by Chris Siwa, AALL's Director of Information Technology. Martin requested administrator access to the My Communities section. Martin said we would continue to have our own website, but it will have to be fit into the new AALL template. The SIS websites will be sent off to a vendor for conversion. Martin asked about having multiple people with access to the administrative back end.

Martin also brought up the possibility of having *TSLL* on its own website. Pam suggested discussing this under New Business.

George asked Martin about the advantages of the My Communities system. Katrina said one advantage is that you can get feeds from other groups. although you can't post to groups you do not belong to. Martin added that the My Communities discussion lists will be populated from our membership list.

## **Old Business**

### **Strategic Plan**

Pam said we need to make an announcement at the Business Meeting for volunteers for the Strategic Plan Committee. She added that many other SIS's are working on their strategic plans.

## **Handbook**

Chris said that he sent out the latest revision of the Handbook at the end of June, but had not yet incorporated Pam's suggestions. Chris brought up a question about the wording regarding committee appointments. He said the current Handbook doesn't say specifically that the committee chair can appoint members, although a few committees explicitly say this. Pam said the committee chairs should get the volunteer list and make the appointments for the committee. Ismael said there needs to be communication between the committee chairs and the TS-SIS Vice-Chair, so that we don't get people serving on multiple committees. Suzanne said that the timeline for committee appointments needs to be modified. Ismael pointed out that people need to know if they are on a committee so that they can plan to attend the conference.

Ismael moved that the Handbook be accepted with the changes Chris has made to date. Suzanne seconded and all approved.

Chris will send the Handbook to Martin to post on the website.

## **Grant Uses (As Outlined in the Handbook)**

Linda recommended new language for the Handbook regarding restricting grant usage to the amount of registration.

## **TS-SIS Sponsored Programs Evaluation Form**

Suzanne said that the evaluation form was up and ready. She sent out the URL to those sponsoring programs. Martin will add links from the TS-SIS website and Suzanne will send out another e-mail. Chris said that last year he sent the evaluation to all the SIS lists, but most of the respondents were from TS-SIS.

## **New Business**

### **Recording of SIS Non-AMPC Programs/Workshops**

Martin will record the Hot Topic. As long as we don't have professional equipment and keep it amateur, we won't conflict with convention center and union rules. We can put the recording up on any server we want. Martin suggested we might want to start a TS-SIS YouTube account. Pam asked Ajaye to pass on the information about recording programs to Jim Mumm, the incoming chair of the Education Committee. Ajaye will need to get the standard AALL release signed by the presenters before the recording can be done.

### **AALL's My Communities—Setting up Executive Board Community**

Ismael asked if AALL will set up the community for the TS-SIS Executive Board. Martin will look into this. The current lists will be archived.

### **TSLL Website**

Ismael thinks *TSLL* should be under Publications. Virginia said that *TSLL* would have more visibility if it was on its own. Pam will bring this up at the TS-SIS Business Meeting under New Business.

**Motion to Adjourn**

Chris moved to adjourn. The motion was seconded, and all approved. The meeting was adjourned at 1:00 p.m.

Respectfully submitted by,

Elaine Bradshaw  
Secretary/Treasurer