



**American Association of Law Libraries
Technical Services SIS
2011/2012 Executive Board Meeting
Monday, May 7, 2012
Conference Call
12:15 p.m.**

Attendance & Welcome – Ismael Gullon

Chair Ismael Gullon called the meeting to order at 12:21 p.m. (E.T.)

Present: Ismael Gullon, Elaine Bradshaw, Miriam Childs, Suzanne Graham, Richard Paone, Eric Parker, George Prager, Sally Wambold, Wendy Moore

Executive Board Officers' Reports

Secretary/Treasurer Report – Elaine Bradshaw

The latest financial report from AALL was for October-December 2011 and showed an ending balance of \$18,015.07 as of 12/31/11. The only activity on the account was one reimbursement for an educational grant of \$165.00.

Elections ran from April 2-13, 2012. 205 out of 654 eligible members voted, which was a 31% return rate. We had 173 votes cast last year. The winners were Brian Striman for Vice-Chair/Chair Elect; Hollie White for Secretary/Treasurer; and Cindy Spadoni for Member-at-Large.

Twenty Exchange of Duplicates payments have been sent to AALL for deposit so far (\$30 per participating library).

Approval of Minutes of January 23, 2012 Board Meeting

Ismael noted one correction—a law librarian's name needs to be removed from the discussion of the plaques. Change the sentence to read "two colleagues."

Sally moved to approve the minutes as corrected. All approved.

Chair Report – Ismael Gullon

Paul Frank will be the TS-SIS VIP, and will be attending the whole conference. We need to try to arrange a dinner with him. Ismael has been in contact with AALL regarding his conference expenses. TS-SIS will only have to pick up two nights of expenses, and AALL will take care of the rest (airfare, etc.).

Martin Wisneski has posted the 2012 TS-SIS meeting schedule on the TS-SIS website. Christina Tarr will coordinate a blog for the 2012 annual meeting.

Carol Collins and Ismael will represent TS-SIS at the CONELL marketplace. Expenses for the CONELL and exhibit hall tables will be discussed later in the meeting.

Michael Maben reported to Ismael that his committee is close to finalizing the TS-SIS educational grant awards.

Vice Chair/Chair Elect Report – Miriam Childs

Miriam has been working on appointing new chairs for committees. She will send the names to Martin so he can post them to the website before the conference. She used the Volunteer Survey to help in the selection process for committee chairs.

Members-at-Large Reports – Suzanne Graham & Richard Paone

Suzanne reported that the planning for the joint TS/OBS/CS reception at AALL is almost done. It will probably be in the ballroom. She has already ordered the food.

Richard spoke with Carol about the table for the silent auction, and she will let Richard know when she knows more. He has heard from a couple of people about donations for the auction. Ismael suggested sending out another e-mail to the TS-SIS list to remind people to donate items.

Richard reported that the certificates of appreciation are done, but he wondered where to have them sent. Suzanne suggested finding someone in Boston (perhaps at Harvard) to have them sent to.

Past Chair – Pamela Deemer

No report.

Standing Committees Reports

Acquisitions Committee -- Eric Parker

Eric has received 54 responses so far to the survey he sent out on May 1st.

Cataloging and Classification Committee – George Prager

George said that he didn't have much to report. Cindy May is stepping down as chair of the Classification and Subject Cataloging Policy Working Group. Suzanne Graham has volunteered to take over.

Preservation Committee – Sally Wambold

Sally reported that she has started the blog "Stay Well Preserved." She is also planning a conference call meeting of the Preservation Committee.

Serials Committee Report – Wendy Moore

Wendy reported that the number of libraries participating in the Duplicate Exchange program is down a little this year, but is still pretty good. She advised that they might want to put out a larger solicitation next year. She is making plans for the Serials Standing Committee meeting.

Other Issues

TSLL Editor-in-Chief

Virginia and Ismael have talked about the Editor-in-Chief position, and Virginia is ready to find a replacement. Cindy May is stepping down as Associate Editor this July. Michele Thomas has done well working with Cindy May as an associate editor, and she is "on target" to assume the full Associate Editor responsibilities in July 2012. Ismael asked the board to think of possible candidates for Editor-in-

Chief and forward any names to him. A suggestion was made that we might want to publicize the opening to the TS-SIS membership at large. Ismael said he could send a brief message to the list.

Bylaws Amendment

Pam's committee provided proposed by-laws amendments. Martin will set up a voting platform, and the amendments will be voted on in June.

Strategic Plan

Ismael thanked everyone for their feedback so far. He is ready to review strategic directions 4 & 5. He will send a summary of suggestions so far. Upon approval by the Board of the strategic directions, he will post the plan on the TS-SIS website for feedback from the membership.

Food Forms

Food for meetings at the hotel is more expensive than at the convention center. George hasn't sent his request yet. Wendy confirmed with Pam R. at AALL that the meetings can't be moved. Pam reported via e-mail that the room set-up (open square) drives the room size (and price). Wendy suggested we need to be more proactive about getting more meetings scheduled at the Convention Center for 2013.

TS-SIS Hot Topic

The topic has not yet been set, but the time has been scheduled. AALL is also still looking for their Hot Topic.

Miscellaneous

Ismael is working on his final article for TSSL.

Annual reports need to be submitted to Ismael (and copy Martin) by end of May. Ismael suggested sending a draft first.

The board agreed on a combined budget of \$100 for the TS-SIS exhibit hall table and the CONELL table. This will be used for candy and 1 gift card for each table.

Next Meeting

Ismael announced that the next meeting will be in June. He will send out a message with the date.

Adjournment

Ismael moved to adjourn the meeting at 12:57 p.m.

Respectfully submitted by,

Elaine Bradshaw
Secretary/Treasurer