



**American Association of Law Libraries
Technical Services SIS
2011/2012 Executive Board Meeting
Thursday, June 7, 2012
Conference Call
2:30 p.m.**

Attendance & Welcome-Ismael Gullon

Meeting called to order 2:30 (E.T.)

Executive Board Officers' Reports

Secretary/Treasurer Report – Elaine Bradshaw

The last quarterly statement from AALL was for October-December 2011 and showed an ending balance of \$18,015.07 as of 12/31/11. Elaine sent an inquiry about the spring quarterly statement to Paula Davidson at AALL Finance & Administration. Activity since 12/31/11 is as follows:

Payments: \$165.00 (2011 educational grant reimbursement)
 \$270 (to Wayne Schneider for database management of Duplicate Exchange)
 \$25 (to Miriam Childs for Amazon gift card for AALL 2012 drawing)

Receipts: \$810 (Duplicate Exchange subscriptions for 27 libraries @ \$30 per library)

Martin Wisneski posted the proposed bylaws changes on the TS-SIS website, and Elaine sent out an e-mail to the list announcing the election, which will run June 11-21. She will send out another e-mail to the membership with the URL when the election goes live.

Approval of Minutes of May 7, 2012 Board Meeting

Ismael Gullon noted a correction in his chair report—Martin Wisneski's name needs to be given in full.

Ismael moved to approve the minutes with the above correction. Wendy seconded. All approved.

Chair Report – Ismael Gullon

Michael Maben informed Ismael that the Marla Schwartz grant has been awarded to Michael Umberger, University of Washington (law library intern and law librarianship student). Michael also told Ismael that there were only two applicants for the TS-SIS Educational Grants. The committee felt that the applicants didn't meet the requirements, so no grants were awarded.

According to Hollie White, OBS-SIS/TS-SIS Joint Research Grant Committee chair, no one applied for research grant this year. The Committee will meet at AALL in Boston to try to better market the research grant.

Aaron Kuperman, Professional Development Committee chair, is planning on sending a blog e-mail message about the RDA training he is taking. The Library of Congress RDA training materials will be available to the public for free, and he is hoping to produce some law-specific materials.

Ismael is working on his Annual Report.

Vice Chair/Chair Elect Report – Miriam Childs

Miriam sent her report to Ismael. She has appointed chairs for all committees but the Acquisitions Standing Committee and the Membership Committee. She is planning to finalize the appointments in time for the annual meeting.

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

Suzanne reported that she received both certificates of appreciation and purchased two frames. She will bring them to Boston unframed to let us see them.

Suzanne announced that she was able to get the pool patio location for the Joint Reception. There will be an extra \$85 charge for the microphone setup. Two people have volunteered to help work the door at the reception. Ismael asked about name tags, but Wendy pointed out that we would have our conference badges. Ismael asked Suzanne to send a reminder about the reception closer to the date. She's also arranged an announcement to go into TSSL.

Richard followed up with more information about the certificates. Richard has been putting out messages about the auction and donations. He has received some responses. Carol Collins Morgan is working with him on the table for the auction.

Past Chair – Pamela Deemer

No report.

Standing Committees Reports

Acquisitions – Eric Parker

Eric reported that the Collection Development and Cancellation survey closed on June 1 with 236 responses. The committee is looking at the data now. Ismael said he is looking forward to seeing the results.

Cataloging and Classification Committee Report – George Prager

George is working on the RDA workshop. He thinks over 45 people have signed up so far. He sent out a message asking for discussion topics and received no responses. He'll try to send out another message with a list of possible topics and see if anyone suggests additional ones.

Preservation Committee Report – Sally Wambold

The Preservation Committee had conference call on Tuesday. They are looking for some questions/problems to research and have ready for their table at the annual meeting. She'd like to offer an opportunity for people to ask preservation questions at the TS-SIS table. She doesn't have a firm schedule of who might be staffing the table—it may be very informal, depending on people's schedules. She is also working to update the preservation links on the website.

Wendy asked if anyone knew how many chairs Carol ordered. Ismael said two chairs. Carol has been in contact with Martin Wisneski, and he will provide her with the format to request volunteers to staff the table. Sally asked if the table volunteer form could have a column for preservation volunteers. Ismael suggested she contact Carol soon to ask about this.

Ismael asked everyone to send reminder e-mails to the membership about their committee meetings, also noting if the meetings have refreshments.

Serials Committee Report – Wendy Moore

Wendy didn't have anything additional to report.

Other Issues

TS-SIS Activities Table/Volunteers

Discussed earlier in the meeting.

Paul Frank, VIP – Meetings/Reception/Dinner

Mr. Frank will be a speaker at Suzanne and George's program on Legal Subject headings, and also will present at the RDA workshop. Ismael wants to make sure he's invited to dinner or lunch, or some other functions to make him feel welcome. Ismael and George will try to coordinate something.

TS-SIS Hot Topic

Ismael said it has been hard to try to find speakers for topics such as decreasing enrollment and its impact on Technical Services. He will notify AALL that we won't be having a Hot Topic program this year.

Strategic Plan

Ismael reported that he has received no feedback from the membership about the strategic plan

Bylaws Amendments

Covered in the Secretary/Treasurer's report.

Annual Reports

Ismael needs these soon (this week or next) so he can get his own report finished.

Next Meeting

Sunday, July 22, 2012 at 12:00pm

Adjournment

Ismael moved to adjourn the meeting at 3:10 p.m.

Respectfully submitted by,

Elaine Bradshaw
Secretary/Treasurer