



**American Association of Law Libraries
Technical Services SIS
2012/2013 Executive Board Meeting
Tuesday, Oct. 30, 2012
Conference Call**

Chair Miriam Childs called the meeting to order at 3:03 p.m. (E.T.)

Present: Miriam Childs, Brian Striman, Lauren Seney, Hollie White, Richard Paone, Trina Holloway, Ismael Gullon, George Prager, Jim Mumm, Wendy Moore (late)

Approval of Minutes of July 22, 2012 Meeting

Executive Board meeting from July 22nd were not available. Business meeting minutes from the Annual Meeting 2012 were approved.

Education Committee Update – Jim Mumm

Jim reported that the committee submitted four proposals with approval of the Education Committee. Those four are: Law for the non-JD; Showcasing Historical collections; RDA cataloging workshop; and Getting the most from Vendor Statistics. One of the four was a workshop proposal. AMPC will wrap up the process around Nov 6th.

General discussion about new AMPC guidelines: Education Committee found that brainstorming was not as productive this year at the Annual Meeting. In turn the committee spent more time talking about the potential AMPC process instead of ideas. The committee has not decided which self-sponsored program will be put forward by TS-SIS. Education committee's work is mostly done. The only thing that is left is choosing the TS-sponsored program.

Executive Board Officers' Reports

Chair's Report – Miriam Childs

Miriam reported that the website conversion will happen on November 2nd. AALL is moving to a standard AALL content management system. Martin will mostly be handling it and a link will be shared with the Executive Board when it is available. Martin will also archive all the content on the site

The Handbook and Strategic Plan on the website will also be converted, but the handbook was updated in July 2011. Please review for Executive Board duties. Ismael led the Strategic Planning committee and the new plan is done. This should also be reviewed.

Conference Scheduling is now available. According to Meg Butler, we are limited to 10 committees and in order for a meeting to not count it must be a “real meal function”. Miriam will send out a memo to committees and inform them of the new requirement. AALL Meeting Matrix will be coming up soon as well, so this should be finalized soon.

Vice Chair/Chair-Elect’s Report – Brian Striman

Brian reported that he is working closely with Miriam. One big deadline that is coming up is the Annual Volunteer Survey.

Secretary/Treasurer’s Report – Hollie White

Hollie reported that as of July 31, 2012 the balance in the TS-SIS account was \$18,413.58. This does not include all of the Annual Meeting expenses. The next quarterly report will be available in mid-November.

Past Chair’s Report – Ismael Gullon

I served as the facilitator for the Technical Services Management Issues Roundtable. Miriam needs to appoint a new facilitator for the Seattle meeting. Ismael would like to set up a mailing group for a TS Management group. He will create a new group in AALL My Communities.

Membership committee chair would like a list of the new member. The Membership chair plans to send out a welcome message to all new members.

Standing Committee Reports

Acquisitions – Trina Holloway

Trina reported that for 2012-2013, 35 people expressed interest in the committee, but they have no new projects.

Cataloging & Classification – George Prager

George reported the committee worked on the RDA workshop proposal. Ellen McGrath has stepped down as the SAC representative of ALCTS. Suzanne Graham has stepped forward as a replacement.

Preservation – Lauren Seney

Lauren reported maintaining the Preservation column in TSSL. They are also working on getting the website links up-to-date and adding new content. This includes a digital preservation and “preservation on the cheap” guides.

Serials – Wendy Moore

Wendy reported that exchange of duplicate is doing a Fall exchange. This is the second exchange for the year and does not include an open call. This will take place on November 7th. The next new call will come out in April 2013.

“Alphabet Soup” reception update – Richard Paone

Richard reported that he is communicating with people who previously organized the reception. AALL is setting up the sponsorship. Richard will contact Pam Resinger in the next few months for more information.

New Business

Future of the Education Committee

Should this committee be changed into a working group instead? Miriam suggests making the group an Education Working Group that consists of the Chair, Vice Chair, and the 4 standing committee chairs. A suggestion was put forward to use the Professional Development Committee for programs that go on throughout the year instead of the Education Committee. A liaison to the Professional Development Committee was also suggested. This item will be tabled to the next meeting.

Annual Meeting Brainstorming

Are there ways to use the limited committee meetings at the Annual Meeting more strategically? Last year we had a total of 20 meetings (it would have been 21 if Preservation had met). Possible ideas: Breakfast Business Meeting (partially subsidized); talking to other SISs about collaborating for meetings; and simultaneous meetings for small groups.

Reaching Out to New Members

Developing, planning, and reaching out to new members may be a task for the Membership Committee.

Motion to Adjourn

Meeting adjourned at 4:25pm (ET). Miriam proposed. Ismael seconded.
Next Executive Board meeting may be the first week of December.

Respectfully submitted by,

Hollie White
Secretary/Treasurer

Attached: TS-SIS July 31, 2012 Financial Report