



TS-SIS EXECUTIVE BOARD AND COMMITTEE CHAIRS MEETING

FEBRUARY 5, 2021

Attendees: Carol Collins, Annie Mellott, Marijah Sroczynski, Heather Kushnerick, Michael Maben, Karen Scoville, Jackie Magagnosc, Lauren Seney, Shawn King, Joan Stringfellow, Wendy Moore, Alexis Zirpol

The meeting was called to order at at 3:01 ET on Zoom.

The minutes from the January 25,2021 meeting were approved.

Carol Collins reported that LSRD is interested in participating in another summit if we end up doing one again this summer.

The Tech Services Law Librarian journal is looking for contributors. Lauren Seney is going to be writing for the preservation column.

There was a discussion about nominations for the AALL Executive Board. If there is anyone you'd like to nominate, please notify them before submitting the nomination form.

Marijah Sroczynski reported on options for posting educational materials, such as webinar or meeting records and offered three options. They were to upload to My Communities, add to "Community Recordings" on the website, or post on the TS-SIS YouTube channel. The pros and cons of each option were summarized and are available at the bottom of these notes.

Another discussion was held about website upkeep. Currently, committee chairs are supposed to look through their pages My Communities for updates. Carol Collins put forth the possibility of forming a small task force/committee to oversee updating of Webpage and outdated links or materials. With the help of Marijah Sroczynski to see what is most helpful, this task force may be made up of respondees from the volunteer form. No decisions were made officially and the conversation will be continue at further meetings.

Annie Mellott will look into any costs associated with AALL Annual Conference virtual events and report back. AALL has not sent the end of 2020 financial reports but will be sending them soon. An ALA Liaison Oversight Committee is being formed. The suggestion to have an MPSAG member on the committee was sent to Patrick Parsons.

Heather Kushnerick will be sending an email soon about a Giving Hearts Day fundraiser for the Marla Schwartz grant. A conversation was held about virtual dine arounds for AALL Annual conference 2021 and possibilities for hosting.

Jackie Magagnosc reported on the nominations for the Chapman award. No applications have been received for the Management Institute.

Wendy Moore is sending emails regarding TS Executive Board nominations and is using a form this year to keep track of nominees.

Another Professional Development committee webinar will take place on February 12, 2021 at 3 pm ET called "Building Your Emotional First Aid Kit." So far there are 56 registrants.

Alexis Zirpoli and Karen Scoville reported from the Diversity, Equality, and Inclusion (DEI) Task Force that they are planning to send brief and multiple surveys to the TS community regarding DEI so that members don't get overwhelmed. The following items were tabled due to time constraints: TS handbook Awards committee revisions, TS social virtual planning for members, updated to the TS-SIS Strategic Plan dated 2012.

The meeting was adjourned at 4:06 ET.

Notes taken and submitted by Annie Mellott.

From Marijah Sroczynski:

I'd like for you to describe the options for posting programs, including YouTube channel.

1. Uploading to [My Communities](#)
 - a. Only available to members of the community to which the file is uploaded
 - b. Content is less restrictive. It is our call as to what we want to post there and if there is a file limit or file type restriction, I have not yet found it.
 - c. Anyone in the community can upload.
2. Sending to Chris Siwa to upload to [Community Recordings](#)
 - a. Only open to members of AALL but is available to ALL members of AALL
 - b. Restrictions - recordings either need to be an MP4 (for video) or MP3 (audio) and under 1 GB in size.
 - c. Gatekeeper – must send/share with me and then I send/share with Chris.
3. Upload to our [YouTube account](#)
 - a. Can be made available to the world, or more restrictive. Private videos can only be seen by those to whom it is emailed – the URL cannot be shared. Unlisted videos can be seen and shared by anyone with the link though they won't appear in any YouTube search results.
 - b. Variety of video file formats but only videos. The max file size is 128 GB which is nearly 12 hours in standard MP4 format so not likely to be an issue.
 - c. Gatekeeper – either must have upload rights to our account or must send/share with me.

In all cases, except private YouTube videos, I can then link the files on our site to help organize/keep track of our files, as we did with the [Virtual Summit](#) last year.