



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**



TS-SIS EXECUTIVE BOARD MEETING MINUTES

January 27, 2022, 11 a.m. CST via Zoom

Attendees: Kevin Carey, Carol Collins, Tania Diaz Marrero, Shawn King, Heather Kushnerick, Jason LeMay, Jennifer Mart-Rice, Wendy Moore, Pat Sayre-McCoy, Karen Scoville, Lauren Seney, Marijah Sroczynski, Joan Stringfellow, Jessie Tam, Elisabeth Umpleby.

A. CALL TO ORDER & WELCOME

Joan called the meeting to order at 11:02 am CST.

B. APPROVAL OF MINUTES

The minutes were approved from the December 16, 2021, Executive Board meeting. Kevin will finalize the minutes

C. ANNOUNCEMENTS AND INFORMATIONAL ITEMS

No new announcements.

D. OFFICER REPORTS

a. Chair

Joan reported there is an upcoming SIS chairs meeting she will report on next time.

b. Vice-Chair

Jason reported that he previously sent the TS 2022 Biennial Membership Survey draft to the Executive Board and also just sent to the committee chairs for input. He plans to send the survey



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to the TS list on February 1 for about two weeks and will possibly be able to share the results with the Executive Board before the February meeting.

c. Secretary/Treasurer

Kevin reported he is getting familiar with TS procedures and other Secretary/Treasurer documentation shared by Annie Mellott. He expects the December 2021 statement from AALL to arrive in early February.

d. Member-at-Large

Jessie raised the question of bringing back the Silent Auction at AALL, but it may be better to not plan for it again with continuing uncertainty about in-person attendance at AALL this year.

e. Past Chair

Carol reported that the Bylaws Committee is working on Handbook revisions as a Google document, which was sent to the Executive Board and committee chairs for review, and will gather comments until February 18. The committee will then review and incorporate any proposed changes and may bring the document to the Executive Board for approval at the April meeting.

E. STANDING COMMITTEE REPORTS

a. Metadata Management

Shawn and Tania need to coordinate and discuss whether to do a roundtable or committee meeting at AALL, and how to continue on from the RDA roundtable discussion.

b. Resource Management

Elisabeth and Karen have nothing new to report at this time.

F. ADMINISTRATIVE COMMITTEE REPORTS



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a. Awards/Grants

Wendy plans to put out a call for the Chapman Award tomorrow, and she emphasized that the Executive Board members and committee chairs have the experience and member knowledge to help provide award nominations.

b. Bylaws and Handbook

Carol already reported for this committee as Past Chair.

c. FROG

Jessie plans to have the committee members review the FROG description for updates.

d. Membership

Joan reported that she is acting as Membership Committee chair, with Jessica Ugstad also joining the committee. They just received the membership list from AALL and will meet soon to finish the TS brochure and plan for CONELL, whether it is in-person or virtual again.

e. Nominating

Pat thanked the Executive Board for extending the nominating due date to January 31. She has received some statements and resumes and is waiting to hear back from just a couple of candidates.

f. Professional Development

Lauren reported that the AMPC is meeting tomorrow to make decisions about programs, so hopefully we will have answers about which programs were accepted by mid-February. The committee forwarded six program proposals, including two agreed upon by the Executive Board for TS sponsorship. The committee met last week to come up with a rough outline of a schedule of PDC events from now through June, including two webinars, the Working Parents Discussion



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Group, and the Management Issues Roundtable meetings. They are also encouraging committee chairs to think about scheduling their meetings, as well as the TS Business Meeting, but not as part of another Virtual Summit this year. PDC expects to coordinate four Roundtables and a Hot Topic session, pending the format decision for the AALL Conference. Jennifer reported that the webinar on Documentation next Thursday has 74 registrants so far.

G. OPEN BUSINESS

a. Annual Meeting Prep

Joan will schedule the outgoing board meeting in June and the TS Business Meeting in July, and Jason as Chair-Elect will schedule the incoming Executive Board Meeting in August.

b. Strategic Plan

No updates at this time.

H. NEW BUSINESS

ALA Liaisons: Carol noted that the procedures for electing and funding the ALA Liaisons should be discussed if they are to be included in this year's TS Handbook revision: Pat and Wendy volunteered to help. Fund-raising from other SIS's for the liaisons fund is also a TS responsibility.

DEI Task Force: Karen mentioned that the group has been dormant due to limited member availability. She will try to restart their activities but may have to push the work to next year, starting with a baseline survey. TS may also consider whether DEI should become a full committee.

I. ADJOURNMENT

The meeting was adjourned at 12:00 pm CST.

Minutes submitted by Kevin Carey, Secretary/Treasurer.