



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**



TS-SIS EXECUTIVE BOARD MEETING MINUTES

March 24, 2022, 11 a.m. Central via Zoom

Attendees: Kevin Carey, Carol Collins, Shawn King, Heather Kushnerick, Jason LeMay, Wendy Moore, Pat Sayre-McCoy, Karen Scoville, Lauren Seney, Joan Stringfellow, Jessie Tam, Elisabeth Umpleby.

A. CALL TO ORDER & WELCOME

Joan called the meeting to order at 11:01 am Central time.

B. APPROVAL OF MINUTES

The minutes were approved from the February 22, 2022, Executive Board meeting. Kevin will share a final draft of the minutes for posting on the TS site.

C. ANNOUNCEMENTS AND INFORMATIONAL ITEMS

TSSL Newsletter vacancies – TSSL still needs authors for the five vacant columns—Acquisitions, Classification, Description & Entry, Management, and Private Law Libraries—as well as occasional articles. Joan will take over as layout editor for the June issue as Carol is retiring.

D. OFFICER REPORTS

a. Chair

Joan reported that she worked with Kevin on TS election administration: the election will open April 1, when an automated email will go out to the membership, and it will run through April 30.

b. Vice-Chair

Jason noted that he will work on committee assignments ahead of the June deadline.

c. Secretary/Treasurer

Kevin reported on the election administration: he received all the candidates' info and shared those with Chris Siwa at AALL, then set up the election details and transferred the admin password to Joan, as Kevin is also on the ballot. No added nominations by petition were received. There is no new financial report.



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d. Member-at-Large

Heather will work on coordinating dine-arounds at the AALL conference and will reach out to the LSRD reps for their participation. Lauren will share a list of local restaurants provided by the Local Arrangements Committee.

e. Past Chair

Carol had no report.

E. STANDING COMMITTEE REPORTS

a. Metadata Management

Shawn reported that the committee is on working on ideas for future meeting topics.

b. Resource Management

Karen reported that they have finalized the webinar for late April, with registration to open soon.

F. ADMINISTRATIVE COMMITTEE REPORTS

a. Awards/Grants

Wendy reported that the committee has received one Chapman Award nomination; another potential nomination requested an extension but did not submit, so they will be encouraged to follow up next year. The committee will start publicizing the meeting grants soon, beginning with the Marla Schwartz grant since that one is highlighted by AALL.

b. Bylaws and Handbook

Carol reported that the committee met yesterday for a final review and will share their handbook updates with the board for discussion at the April meeting. One particular area for further examination is the ALA liaisons appointment and funding.

c. FROG



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Jessie had no report.

d. Membership

Joan reported that she is waiting to hear more about CONELL and whether there will be an activities area at AALL, in order to plan for that. The TS poster should be reasonable to update and print, even at the last minute.

e. Nominating

Joan confirmed that Pat Sayre-McCoy and the committee had provided all the candidate information ahead of the extended deadline, so the election is all set for April.

f. Professional Development

Lauren reported that the committee is compiling a working document for the TS meeting and event schedule for the year. They have firmed up timelines for committee meetings to happen virtually ahead of AALL, and a Management Issues roundtable and a Working Parents roundtable for early April, and will support the Resource Management webinar in late April. Jen Mart-Rice is working on a webinar on self-care and setting boundaries, tentatively scheduled for mid-May. June will be mostly pre-conference meetings, and there are July placeholders for the in-person meetings and roundtables, as well as TS programming at AALL. PDC will work on a master schedule to post and share with the membership. Lauren asked the board whether PDC should also curate a Hot Topic program at AALL? Joan said she will report back from SWALL and will also follow up with LSRD on their plans. Karen noted that volunteerism/involvement and mentorship within TS have been suggested for possible Hot Topics; Shawn also suggested a recent RDA guidance document.

G. OPEN BUSINESS

a. Annual Meeting Prep

This was mostly covered in the PDC reporting section.

b. Strategic Plan

No updates: this project will get pushed off until next year.



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H. NEW BUSINESS

No new business.

I. ADJOURNMENT

The meeting was adjourned at 11:29 pm Central time.

Minutes submitted by Kevin Carey, Secretary/Treasurer.