



**TECHNICAL SERVICES  
SPECIAL INTEREST SECTION**



## **TS-SIS EXECUTIVE BOARD MEETING MINUTES**

August 25, 2022, 12 p.m. Eastern time via Zoom

**Attendees:** Kevin Carey, Rachel Decker, Keena Hilliard, Shawn King, Jason LeMay, Jackie Magagnosc, Joan Stringfellow, Barbara Szalkowski, Jessie Tam, Elisabeth Umpleby.

### **A. CALL TO ORDER & WELCOME**

Jason called the meeting to order at 12:05 p.m. Eastern time.

### **B. APPROVAL OF MINUTES**

The minutes were approved from the July 28, 2022, Executive Board meeting. Kevin will share a final draft of the minutes for posting on the TS site.

### **C. ANNOUNCEMENTS AND INFORMATIONAL ITEMS**

No new announcements.

### **D. OFFICER REPORTS**

#### **a. Chair**

Jason reported that he shared information about the ALA liaisons with the board, for discussion during open business. He also noted a Metadata Management committee chair issue which he will follow up on later in the meeting.

#### **b. Vice-Chair**

Shawn asked about the timeline for the annual volunteer survey. Jason said he will share the Google form he used last year and recommended getting that going around late January.

#### **c. Secretary/Treasurer**



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Kevin reported that the last quarterly financial statement was still from the end of March, with a balance of \$23,832.45. He is still waiting on the June 2022 statement, as well as any recent statements for the cataloging liaisons fund, which was last received in 2021. Both submitted reimbursements were paid by AALL this month.

**d. Member-at-Large**

No reports.

**e. Past Chair**

Joan noted that her duties for this year include sending thank-you notes to officers and chairs, so those are coming soon. She is still planning to set an initial meeting for the Bylaws Committee. She will also gather up her conference photos from Denver and send those to Marijah Sroczynski.

**E. STANDING COMMITTEE REPORTS**

**a. Metadata Management**

Rachel reported that she updated the listserv for the committee, including 10 new TS-SIS members, and is having the committee review a draft charge for the application profile task force, which they will then share with the board.

**b. Resource Management**

Elisabeth reported that the committee has about 45 members. Marijah Sroczynski asked them to review the committee page on the TS website for any updates, and they will have a first meeting in October.

**F. ADMINISTRATIVE COMMITTEE REPORTS**

**a. Awards/Grants**

Keena reported that she has reviewed the committee charge and will reach out to potential members, although their committee work may not come up for a while.



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**b. Bylaws and Handbook**

No report.

**c. FROG**

Jessie reported that the committee continues to promote the FROG grants.

**d. Membership**

Lisa Britt was not present but emailed the full TS-SIS membership list to the board, which could be used to try to include more non-academic librarians in TS roles.

**e. Nominating**

Barbara reported that the committee had a brief conversation about involving more non-academic librarians, and they will work with the membership list. She will set up a meeting to discuss who they will approach in order to have nominations in place by the end of the year.

**f. Professional Development**

Jackie reported the committee will have their first meeting tomorrow. She noted a possible lack of enthusiasm for the IdeaScale program process, although she has heard some good ideas and is hopeful to get good programs again for next year.

**G. OPEN BUSINESS**

- a. Membership list:** committees can use the TS membership list shared by Lisa Britt to help where there is an interest in bolstering volunteer representation of government/private librarians.
- b. Confirm—no sponsorship requests for AALL2023?** Potential sponsors seem less interested right now; next year may be better to pursue sponsorship. Would it be possible or feasible to request sponsorship for the ALA liaisons? Rachel noted that in a pre-pandemic year, the expenses were \$1800-2000 per liaison for a single



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ALA midwinter conference. It remains undetermined whether the liaisons' committees will continue remote or resume in-person meetings.

- c. **Liaison document, questions:** Jason asked whether we could move TS funds into the cataloging liaison fund to provide funding for at least the next year, in addition to finding additional sources of funding, i.e. other SIS's or sponsorship. Jackie noted that the board can approve one-time funds and could go to the membership to approve ongoing financial support. Jason asked Rachel to investigate whether there are any upcoming liaison meetings to help plan for potential expenses. The shared liaison document is still open for comments.

## **H. NEW BUSINESS**

- a. **MMSC to replace co-chair:** Tania Diaz Marrero's AALL membership lapsed, so TS needs a replacement co-chair for the Metadata Management Standing Committee. Christopher Thomas agreed to take on that role: the board voted to approve his appointment as MMSC co-chair.
- b. **Amount of scholarship money to be available for year:** per the handbook, this should be determined by about September each year. Jason proposed the following amounts for board approval:
  - i. **Annual meeting:** three grants of \$1000 each.
  - ii. **Leadership/Management Institute:** one grant of \$1000.
  - iii. **Marla Schwartz:** one grant of \$700.
  - iv. **Approval:** the board voted to approve \$4700 total for grants in 2022-23.

## **I. ADJOURNMENT**

The meeting was adjourned at 1:00 p.m. Eastern time.

Minutes submitted by Kevin Carey, Secretary/Treasurer.