



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**



TS-SIS EXECUTIVE BOARD MEETING MINUTES

October 27, 2022, 12 p.m. Eastern time via Zoom

Attendees: Kevin Carey, Rachel Decker, Laura Fouladi, Keena Hilliard, Shawn King, Jason LeMay, Jackie Magagnosc, Marijah Sroczynski, Barbara Szalkowski, Jessie Tam, Christopher Thomas, Elisabeth Umpleby.

A. CALL TO ORDER & WELCOME

Jason called the meeting to order at 12:04 p.m. Eastern time.

B. APPROVAL OF MINUTES

The minutes were approved from the September 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

a. November and December meetings

- i. Combined meeting confirmation:** Next board meeting will be held November 29, so it is before the December 15 deadline to confirm AALL meeting room reservations.

D. OFFICER REPORTS

a. Chair

Jason has been discussing Annual Meeting scheduling with the involved committees.

b. Vice-Chair

No report.



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**

c. Secretary/Treasurer

Kevin reported that Ruth Gonzalez at AALL shared the general ledger report of donations to the Cataloging Liaisons fund, which included donations from 10 individual members but no SIS's; Kevin asked at the most recent LSRD-SIS board meeting for their executive board to consider resuming an annual contribution to that fund. Ruth also noted that any Annual Meeting expenses were probably already billed to AALL and charged directly to TS-SIS accounts, which should be reflected in the September quarterly statement coming soon. Kevin also reported that Chris Siwa at AALL confirmed the joint funding process for the FROG grant with LSRD. The most recent TS financial statement had a balance of \$26,432.45, and the cataloging liaisons fund statement reflected a balance of \$4,848, both as of 6/30/22.

d. Member-at-Large

Jessie reported that the meetings at midwinter ALA are confirmed to be entirely virtual.

e. Past Chair

No report.

E. STANDING COMMITTEE REPORTS

a. Metadata Management

No report.

b. Resource Management

Laura reported on a recent standing committee meeting with 34 participants, including active discussion and some follow-up already. Elisabeth reported that the discussion mostly centered around Wolters Kluwer, and Caroline Walters at Harvard has organized a follow-up listening session with Wolters Kluwer to follow up on the shared concerns to hopefully improve their business practices.

F. ADMINISTRATIVE COMMITTEE REPORTS



a. Awards/Grants

Keena reported that they are awaiting the release of dates for the 2023 Management Institute, for a potential grant award, and will follow up with AALL to confirm.

b. Bylaws and Handbook

Jason noted that Joan has convened the committee for its first meeting.

c. FROG

i. Grant award for 2022

Jessie reported on the 2022 FROG grantee, Alex Zhang at Duke, whose grant proposal was approved by FROG committee: her research project will involve and analysis and classification, assisted by machine-learning, of footnotes by Duke law faculty. Jessie will confirm with LSRD-SIS that their board also approves their half of the grant award, and Kevin will work with Chris Todd to coordinate the payment via AALL.

d. Membership

No report.

e. Nominating

Barbara reported that her call for nominations resulted in two Member-at-Large self-nominations by newer members; the committee is still looking for chair candidates, with one person considering it so far.

f. Professional Development

Jackie reported that there is a Management Issues roundtable meeting later today, and a webinar on file-sharing coming up in early November. The two potential TS-sponsored programs were submitted to AMPC, with a decision expected in January. Jackie then led the discussion into meeting planning for the 2022 Annual Meeting.

- i. **Meetings at Annual in Boston**
 1. **Same as last year?**
 - a. **2022 Virtual:** VRAG, TS outgoing EB meeting, Business & Awards meeting, Big Heads, MPSAG.
 - b. **2022 In-Person:** Resource Management Standing Committee Roundtable, Management Issues Roundtable, Metadata Management Standing Committee Roundtable, TS Hot Topic, plus LSRD Local Systems Committee Roundtable.
 2. **Microphone is essential for meetings**
 3. **Hot Topic should continue in-person, since it attracts outside TS**
 4. **Roundtables are more effective with a specific topic?**
 5. **Metadata and Resource standing committees roundtables are both very active, perhaps more so in-person than virtual**
 6. **Drop to just 3 in-person meeting slots?**
 7. **Extra in-person event to recognize TS award winners?**
 8. **Avoid 7 a.m. meetings, especially in Eastern time zone**
 9. **Need to avoid overlap if possible**
 - a. **Sun/Mon lunch and afternoon?**
 10. **Follow-up with Jackie/PDC with any further thoughts**

G. OPEN BUSINESS

a. Liaisons—Funding

i. Further thoughts?

Current funds are \$4848: expenses for upcoming year should be lower with virtual meetings, but they could be several thousand per liaison for full annual conference attendance, which may not be possible to support going forward. Rachel noted a potential equity issue involving liaison involvement if they need to rely on their institution/self to cover the difference. On the other hand, TS continuing to fund its liaisons is an outlier, and annual membership dues have declined as well.

- ii. **Establish amount for 2022-23?** Set a provisional funding amount for now and revisit to confirm later in the year? \$1000-1500 per liaison? The board will hold off for now and revisit at the next meeting.

H. NEW BUSINESS

No new business.



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**

I. ADJOURNMENT

The meeting was adjourned at 12:55 p.m. Eastern time.

Minutes submitted by Kevin Carey, Secretary/Treasurer.