



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**



TS-SIS EXECUTIVE BOARD MEETING MINUTES

September 22, 2022, 12 p.m. Eastern time via Zoom

Attendees: Kevin Carey, Laura Fouladi, Keena Hilliard, Shawn King, Jason LeMay, Jennifer Mart-Rice, Marijah Sroczynski, Barbara Szalkowski, Jessie Tam, Christopher Thomas, Elisabeth Umpleby.

A. CALL TO ORDER & WELCOME

a. Welcome to Christopher!

Jason called the meeting to order at 12:04 p.m. Eastern time, and he welcomed Christopher Thomas as new co-chair of the Metadata Management Standing Committee.

B. APPROVAL OF MINUTES

The minutes were approved from the August 25, 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. Program proposals/sponsored proposals

i. Deadline for proposals is 10/11

ii. We need to plan to meet or discuss proposals via email closer to 10/11

1. Board will continue discussion of sponsored proposals via email in that week after 10/4 to finalize decision by the deadline.

b. November and December meetings

i. November is Thanksgiving, but we should probably have it at a different time

ii. December 22—reschedule or have it on the 22nd?

iii. Maybe combine and have the Nov/Dec meeting in early December?

1. Jason will send out a Doodle poll to figure out a date for a combined November/December board meeting in late November or early December.

D. OFFICER REPORTS



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**

a. Chair

No report.

b. Vice-Chair

No report.

c. Secretary/Treasurer

Kevin reported on the financial statements received from AALL for TS-SIS and the cataloging liaisons fund. The TS June year-end financial statement had an ending balance of \$26,432.45, including last quarter dues of \$2,600. The cataloging liaisons fund statement reflected a final balance of \$4,848, including total annual donations of \$1,425. He added both statements to the 2021-2022 Secretary/Treasurer report, which is now finalized and posted on the website.

d. Member-at-Large

No report.

e. Past Chair

No report.

E. STANDING COMMITTEE REPORTS

a. Metadata Management

Christopher reported that he is new to the committee co-chair role and has been in contact with Rachel Decker. They are still putting together the task force to make a recommendation on whether there should be an RDA metadata application profile for Law.

b. Resource Management



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**

Elisabeth and Laura reported that they have set their next committee meeting for mid-October.

F. ADMINISTRATIVE COMMITTEE REPORTS

a. Awards/Grants

Keena reported that they got the MyCommunities page for the committee reinstated and emailed the current members, and Marijah updated the committee page on the website.

b. Bylaws and Handbook

No report.

c. FROG

No report.

d. Membership

No report.

e. Nominating

No report.

f. Professional Development

Jennifer reported that the PDC is essentially comprised of two tasks: helping curate and foster programs for the Annual Meeting; and developing webinars and training for the membership throughout the year. The task of curating proposals to sponsor to AMPC is well under way, and the webinar subgroup has already met and come up with three topics for the coming year. The first webinar will be in November or December and tentatively will cover file management and sharing, based on member survey results. One speaker has been confirmed and PDC is waiting for another to confirm.



G. OPEN BUSINESS

a. Liaisons—Funding

i. Sponsorship is not an option, per Kim Rundle (donation vs. sponsorship is a tricky area as a nonprofit, and sponsorship is only allowed for events at AALL Annual Meeting)

We are waiting to see when liaison funding needs will go back up, depending on when and how often in-person ALA meetings will return. Based on previous cost estimates of \$9000 for a full-expense year of liaisons' membership and meeting attendance, the cataloging liaison fund could not even support a single year as of now. We also have 100+ fewer TS members than we did several years ago, so we may need to even reconsider overall grant funding. Should we move to an annual-approval model for funding only a specific amount each year? How can we supplement the liaisons fund through existing channels? We can solicit membership donations directly or via AALL, especially during holiday/Giving Tuesday fundraising drives, or ask other SIS's to contribute. Kevin will follow up with AALL for a full breakdown of last year's donations to the liaisons fund.

H. NEW BUSINESS

- a. AALL Meeting Planning:** It's still early but we should be thinking about who may need early access to exhibit hall for poster setup, and also who may be available for the CONELL Marketplace, both on Saturday of the Annual Meeting.

I. ADJOURNMENT

The meeting was adjourned at 12:44 p.m. Eastern time.

Minutes submitted by Kevin Carey, Secretary/Treasurer.