



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**



TS-SIS EXECUTIVE BOARD MEETING MINUTES

March 23, 2023, 12:00 p.m. Eastern time via Zoom

Attendees: Kevin Carey, Rachel Decker, Shawn King, Jason LeMay, Jackie Magagnosc, Marijah Sroczyński, Joan Stringfellow, Barbara Szalkowski, Jessie Tam, Christopher Thomas, 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 February 23, 2023, Executive Board meeting, with a minor correction noted for the Bylaws Committee report. Kevin will share a final draft of the minutes for posting on the TS site.

C. ANNOUNCEMENTS AND INFORMATIONAL ITEMS

No announcements.

D. OFFICER REPORTS

a. Chair

No report.

b. Vice-Chair

Shawn reported that she will reach out to Jessie regarding the volunteer survey.

c. Secretary/Treasurer

Kevin reported that he shared the latest cataloging liaisons fund statement from AALL with the board, with an ending balance of \$4,938 as of December 31, 2022. That



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**

included \$90 in donations during the last quarter of 2022. The election is all set up via AALL and will run from April 3 to April 30, with the start date adjusted to start on a Monday rather than the weekend. Jason will send an email reminder before the election, and Kevin will send an informational email on the morning of April 3.

d. Member-at-Large

No reports.

e. Past Chair

Joan will bring the chair's gavel to AALL to pass to Jason and then to Shawn.

E. STANDING COMMITTEE REPORTS

a. Metadata Management

Rachel reported that Susanna French has started a conversation with Bloomberg Law about including their MARC records in OCLC Collection Manager, with the assistance of the Vendor Records Advisory Group, and they hope to have something to report at AALL. Christopher reported that he is working with Melissa Beck on a draft of the metadata profile for RDA for law materials, and they will bring in others for input once it's a little farther along.

b. Resource Management

Elisabeth reported that there is the ebook webinar coming up on April 20, in partnership with NELLCO; she will send a reminder to the TS list. Jason noted that the committee will need two new co-chairs next year, with it still to be determined whether one will have a 1-year or 3-year term so they can continue to stagger the regular 2-year terms. Elisabeth can be available as a consultant to the new chairs.

F. ADMINISTRATIVE COMMITTEE REPORTS

a. Awards/Grants



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**

Barbara reported that the committee has received two applications to be considered, and they will be meeting Monday to discuss them.

b. Bylaws and Handbook

Joan reported that the committee plans to meet soon to review any final changes.

c. FROG

No report.

d. Membership

No report.

e. Nominating

No report.

f. Professional Development

Jackie reported that the conference program looks good for TS. The March webinar on managing/coaching/mentoring staff through an ILS migration is on March 29, and the Management Issues Roundtable was rescheduled for the following day. No decisions have been made yet on summer virtual meetings outside the conference. Jackie and Jen Mart-Rice are meeting with Larissa Sullivant who is working on a “Hot Topic” proposal about usage statistics, and they are still looking for another speaker.

G. OPEN BUSINESS

- a. Liaisons—Funding:** Rachel will invite the cataloging liaisons to attend the next TS board meeting.

H. NEW BUSINESS



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**

- a. **CONNELL Marketplace volunteers:** Jason will plan to be there to represent TS and still would like a second volunteer to join him.
- b. **Exhibit Hall TS board:** Joan will bring or ship the materials from last year; Jason will include all board members on the list for setup, for anyone who is available to help that Saturday.
- c. **Board and Business Meeting scheduling:** June 22 will not work for the TS Business meeting due to board member availability. So the question remains whether to keep the outgoing board meeting on that day and push the Business meeting to June 29; or, like last year, schedule the June outgoing board meeting (noon) and TS Business meeting (2:30-4:00) on the same day, June 29. Schedule to be finalized at next meeting, and the announcement will be coordinated with other TS and LSRD summer meetings.

I. ADJOURNMENT

The meeting was adjourned at 12:40 p.m. Eastern time.

Minutes submitted by Kevin Carey, Secretary/Treasurer.