



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**



TS-SIS EXECUTIVE BOARD MEETING MINUTES

January 25, 2024, 1:00 p.m. Eastern time via Zoom

Attendees: Kevin Carey, Rachel Decker, Diana Dulek, Shawn King, Wendy Law, Jason LeMay, Jackie Magagnosc, Ellen Reece, Marijah Sroczynski, Barbara Szalkowski, Jessie Tam, Christopher Thomas, Yan Yu.

A. CALL TO ORDER & WELCOME

Shawn called the meeting to order at 1:05 p.m. Eastern time.

B. APPROVAL OF MINUTES

The minutes were approved from the December 7, 2023, Executive Board meeting. Kevin will share a final draft of the minutes with Marijah for posting on the TS site.

C. ANNOUNCEMENTS AND INFORMATIONAL ITEMS

- a. **Innovative User Group funds have been donated to the TS fund for the ALA Liaisons in the amount of \$6,444.63:** Shawn and Kevin will coordinate a thank you letter to Jim Mumm.

D. OFFICER REPORTS & INTRODUCTIONS

a. Chair

Shawn reported that election slate is complete, and she will be sending out the candidate information as well as call for any further nominations to the membership

b. Vice-Chair

Yan reported that the TS Member Survey has been sent out with a deadline of this Sunday. We currently have 62 responses which is the same as 2022. She thanked Jason for assisting with the technical aspects of producing the survey. Once the survey is closed, the responses will be compiled and forwarded to the Board. Yan won't be able to make our next Board meeting as she will be travelling, but we can review the responses and discuss.



c. Secretary/Treasurer

Kevin reported that he shared the most recent statement of the Cataloging Liaisons fund, which had a balance of \$5,288.17 as of September 30, so accounting for the ILUG funds donated by Jim Mumm, that fund has a projected current balance of \$11,732.80.

d. Member-at-Large

Rachel questioned when to start looking into dine-around options for this year's AALL Annual Conference in Chicago. Marijah mentioned that she normally starts loading information about the conference on the TS website after May 1. It was suggested asking Pat Sayre-McCoy for restaurant suggestions. Shawn has some notes with tips for this year following some issues from last year that she will share with Rachel.

e. Past Chair

No report.

E. STANDING COMMITTEE REPORTS

a. Metadata Management

Rachel reported there is another meeting of the application task force on Monday, and she is starting to brainstorm what they might cover at the roundtable session.

b. Resource Management

Marijah reported that Michele Pope has been working to set up an OCLC "what's new" webinar, and they are working on the AALL roundtable agenda.

F. ADMINISTRATIVE COMMITTEE REPORTS

a. Awards/Grants



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Barbara reported that there are three members who were accepted to the AALL Leadership Academy and submitted TS grant apps, so she has sent those applications to the committee members for review, and they should select the grant recipient shortly.

b. Bylaws and Handbook

Jason reported that the committee met on Monday, and they are finalizing the proposed changes to the bylaws, mostly modifying basic language. They plan to share a link with the Board and committee chairs around the end of February for review in March/April, then they will integrate the new bylaws into the handbook in May, assuming those are approved during the TS election.

c. FROG

No report.

d. Membership

Wendy reported that she updated the link on the website with the newest TS brochure, and she also worked with Jason on handbook revisions. Next she plans to schedule a meeting to start looking ahead toward AALL and CONELL.

e. Nominating

Shawn reported that Jennifer Mart-Rice sent her the full slate of candidates along with their nomination acceptance emails:

Vice-Chair/Chair-Elect (term 2024-25 as Vice-Chair and 2025-26 as Chair)

- Marijah Sroczyński, Morrison Foerster
- Jessie Tam, Thurgood Marshall (Maryland) State Law Library

Secretary/Treasurer (term 2024-26)

- Keelan Weber, Cassidy Cataloguing
- Christina Peter, Columbia Law School Law Library

Member-at-Large (term 2024-26)

- Wendy Law, Texas A&M University



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- Sydnie Tallman, State Law Library of Montana

Shawn will sent an email to the membership announcing the slate of candidates and calling for any further nominations.

f. Professional Development

Jackie reported on program proposals: the PDC reviewed 9 proposals, and 5 were accepted, including: the legal cataloging workshop, selector school 2L year (by Jennifer Mart-Rice), electronic resources management (the TS-sponsored program), the history of legal publishing, electronic resource statistics (by Larissa Sullivant). Notably, Ajaye Bloomstone had three programs accepted. Proposals not accepted dealt with Wikibase, captioning for accessibility, and two programs about preservation of the scholarly record. Ellen reported that she is working to confirm a speaker for a Law SACO funnel webinar, and will be sending out a call for submissions to the member toolkit.

G. OPEN BUSINESS

- a. **Liaison funding:** Should TS commit an annual donation amount to the Cataloging Liaisons fund? Shawn suggested the Board may consider establishing a funding model to help the liaisons make decisions about renewing their terms as ALA liaisons. Rachel and Christopher will continue this conversation with the Metadata Management Committee.
- b. **TS-SIS sponsored Annual meeting program proposals status:** This item was previously discussed during the Professional Development Committee report.

H. NEW BUSINESS

- a. **LSRD question about possibility of more coordination of the TS Professional Development Committee with the LSRD Education Committee:** Shawn brought up this item which she has begun to discuss with LSRD Chair Becky Bearden. Jackie noted that it comes from an LSRD strategic planning group, of which she is a member, where it was suggested to potentially create a shared committee to help coordinate programming between the two SIS's. If so, how would the bylaws and/or handbooks need to be updated? As this is just the start of any conversation about this sort of coordination, the boards and committees can continue informally communicating, including checking with



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each other about webinar dates and program-sponsorship preferences, and go forward from there.

- b. Approve replacement of Barbara as Awards Committee chair:** Barbara has asked to step down as Awards Committee chair due to outside issues, as she is concerned about meeting key upcoming deadlines. Two current committee members, Alan Keely and Wendy Law, have volunteered to step up as co-chairs, which the Board approved. Marijah can update the website as needed to reflect the new co-chairs.

I. ADJOURNMENT

The meeting was adjourned at 1:57 p.m. Eastern time.

Minutes submitted by Kevin Carey, Secretary/Treasurer.