



**TECHNICAL SERVICES  
SPECIAL INTEREST SECTION**



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

February 22, 2024, 1:00 p.m. Eastern time via Zoom

**Attendees:** Kevin Carey, Alan Keely, Shawn King, Wendy Law, Jason LeMay, Jackie Magagnosc, Jennifer Mart-Rice, Ellen Reece, Marijah Sroczynski, Jessie Tam, Christopher Thomas.

### **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 January 25, 2024, 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**

No announcements.

### **D. OFFICER REPORTS & INTRODUCTIONS**

#### **a. Chair**

Shawn reported that TS will be co-sponsoring a AALL program with PLLIP-SIS and splitting the sponsored-program A/V cost of \$425 for each SIS. That will expand the potential membership attendance, and electronic resources management is an ideal topic for a broader range of libraries' needs and interests.

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

Shawn reported that Yan Yu shared the biennial member survey results which can be discussed later during new business.

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



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Kevin reported that he will be submitting the online request to AALL to set up the TS election in the coming days, and the candidates' statements and photos will be due to Chris Siwa later in March for the election to run April 1-30. The election will also include a member vote on the proposed bylaws amendments.

**d. Member-at-Large**

No report.

**e. Past Chair**

No report.

**E. STANDING COMMITTEE REPORTS**

**a. Metadata Management**

Christopher reported that the metadata application profile is coming along, and the particulars of the roundtable at AALL are still to be discussed and finalized.

**b. Resource Management**

Marijah reported that the committee is working on their plan for the roundtable at AALL.

**F. ADMINISTRATIVE COMMITTEE REPORTS**

**a. Awards/Grants**

Alan reported that the AALL Leadership Academy grant was awarded to Samantha Thorne at NC Central, who was thrilled to receive the grant. Alan and Wendy also decided to move the Renee Chapman deadline to March 15 due to turnover on the committee, and the other member grant applications are due in May.

**b. Bylaws and Handbook**

Jason reported that he sent out the link for the board to review proposed handbook updates, and to comment and track changes as needed. He will compile a follow-up version to



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incorporate the bylaws amendments after they are approved by the membership.

**c. FROG**

Jessie reported that she plans to send out another announcement about the FROG research grant.

**d. Membership**

Wendy reported that she is coordinating a meeting time to start planning for CONELL and the TS board at the exhibit hall. Jason recommended adding all the board members to the sign-up list to have access to the exhibit hall during the setup period.

**e. Nominating**

Jennifer reported that she emailed the candidates to confirm that their bios and photos are received by mid-March, so she will forward those to Kevin for the election.

**f. Professional Development**

Jackie reported that she has been reaching out to event and program coordinators to finalize the AALL meeting schedules. Ellen reported that the next webinar is about the SACO law funnel, with Christopher Thomas as speaker: it will be on March 12, with more information coming out next week.

**G. OPEN BUSINESS**

**a. Liaison funding:** Shawn asked whether we should approve a funding amount on a yearly basis or for the liaisons' three-year term, and how this should be reflected in the handbook. Jason suggested that TS could form a special committee next year to work out the details and document a continuing plan in consultation with current and past liaisons.

**H. NEW BUSINESS**

**a. TS-SIS Biennial Membership Survey results:** Shawn noted that Yan shared the results with the board, and one particularly relevant area for review is which program-related ideas and topics were suggested by members.



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## **I. ADJOURNMENT**

The meeting was adjourned at 1:50 p.m. Eastern time.

Minutes submitted by Kevin Carey, Secretary/Treasurer.