



**TECHNICAL SERVICES
SPECIAL INTEREST SECTION**



TS-SIS EXECUTIVE BOARD MEETING MINUTES

May 23, 2024, 1:00 p.m. Eastern time via Zoom

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

A. CALL TO ORDER & WELCOME

Shawn called the meeting to order at 1:04 p.m. Eastern time.

B. APPROVAL OF MINUTES

The minutes were approved from the April 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

Shawn noted that annual reports for officers and committees are due to her and Marijah by June 15. Marijah noted that reports should be in PDF format and use the AALL-provided document template.

D. OFFICER REPORTS & INTRODUCTIONS

a. Chair

Shawn reported that she has received the physical Chapman award and will contact Pat Sayre-McCoy to see if she is attending AALL, and then will publicly announce the award per the TS handbook.

b. Vice-Chair

No report.

c. Secretary/Treasurer



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Kevin reported on the election which concluded since the last board meeting: he shared the results with Shawn on May 2 so that the candidates could be notified and winning candidates announced. There were 94 ballots submitted, with Jessie Tam elected as Vice-Chair/Chair-Elect, Keelan Weber as Secretary/Treasurer, and Wendy Law as Member-at-Large, with the proposed bylaws amendments also being approved. He noted that AALL confirmed they sent out the reimbursement to Samantha Thorne for the Leadership Academy grant, and he will submit the reimbursement request for Shawn's purchase of the Chapman award shortly after this meeting. He will also meet with Keelan Weber soon to discuss the duties of the Secretary/Treasurer position.

d. Member-at-Large

Diana reported that she and Rachel have coordinated on dine-around planning and sent out a request for at least five dine-around hosts, and they will follow up with a sign-up sheet on the TS, LSRD, and Law Repositories Caucus lists.

e. Past Chair

No report.

E. STANDING COMMITTEE REPORTS

a. Metadata Management

No report.

b. Resource Management

Marijah reported that the committee is co-sponsoring a roundtable on June 12, on the topic of DEI in collection management.

F. ADMINISTRATIVE COMMITTEE REPORTS

a. Awards/Grants



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Wendy reported that the committee has selected four recipients for the member and Schwartz grants, and she is in the process of contacting them now. Kevin confirmed that their reimbursement documentation can be submitted to Keelan Weber, as she will be the Secretary/Treasurer after AALL.

b. Bylaws and Handbook

Jason reported that the final draft of the handbook has been shared with the board for approval later in this meeting, including the bylaws amendments which were just approved in the TS election.

c. FROG

Jessie reported that a member has asked about the grant and may submit an application, which shows that outreach emails to the membership help raise awareness of the FROG.

d. Membership

No report.

e. Nominating

No report.

f. Professional Development

Jackie reported that there is a Hot Topic idea from Ajaye Bloomstone being discussed, which raises the question of whether library management systems are even needed, particularly in law firm libraries. She also offered to help solicit TS committee/roundtable meeting times in the next week so Marijah can include those on the website.

G. OPEN BUSINESS

- a. TS-SIS Annual Business Meeting date:** The TS outgoing board meeting will be held on June 27, and the annual business meeting will be held on Monday, July 15, 1:00-2:30 p.m. Central time.

H. NEW BUSINESS



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- a. **Approval of TS-SIS Handbook Revisions:** The revisions to the TS handbook, including the newly approved bylaws amendments, were approved by the board.

I. ADJOURNMENT

The meeting was adjourned at 1:42 p.m. Eastern time.

Minutes submitted by Kevin Carey, Secretary/Treasurer.