

**TECHNICAL SERVICES  
SPECIAL INTEREST SECTION**



## **TS-SIS EXECUTIVE BOARD MEETING AGENDA/MINUTES NOVEMBER 14, 2024 (3:00 PM ET/2:00 PM CT/12:00 PM PT)**

### **A. CALL TO ORDER & WELCOME**

Yan called the meeting to order at 3:05pm.

Attendees: Yan Yu, Christopher Thomas, Kathryn Downing, Colleen Williams, Joan Stringfellow, Jessie Tam, Wendy Law, Keelan Weber, Michele Pope, Tommy White.

### **B. APPROVAL OF October meeting minutes**

Board approved October minutes.

### **C. ANNOUNCEMENTS AND INFORMATIONAL ITEMS**

Welcome Thomas White, co-chair of MMC

### **D. OFFICER REPORTS**

#### **a. Chair (Yan)**

AALL Executive Director, Vani Ungapen regarding [SIS sponsorships, events, and meetings](#) for the 2025 Annual in Portland --- Response needed by **December 16, 2024**.

Will discuss at New Business section

#### **b. Vice-Chair/Chair-Elect (Jessie Tam)**

Attending SIS council meeting on November 19th.

#### **c. Secretary/Treasurer (Keelan Weber)**

Shared TS-SIS roster with LSRD-SIS per EB vote approving this action on October 17th.

ACTION for Keelan: Share out any reports shared by LSRD-SIS from this analysis.

#### **d. Member-at-Large (Diana Dulek <absent>, Wendy Law)**

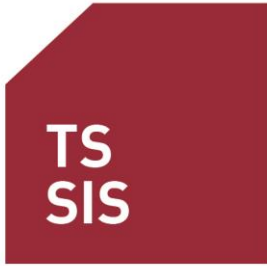
Giving Tuesday for the Marla Schwartz grant and the AALL liaison grants.

National Giving Hearts Day for Marla Schwartz grant. (February)

Wendy will add these two dates to the Member at Large handbook.

#### **e. Past President (Shawn King)**

No report.



**E. STANDING COMMITTEE REPORTS**

**a. Metadata Management (Chris Thomas, Tommy White)**

In person new cataloger's round tables, topics: older practices (new rda v original rda); documentation & succession planning available when you start a new job - everyone welcome, not just new catalogers!

**b. Resource Management (Michele Pope, Colleen Williams)**

Preservation of gov docs: 190 registrants; FDLP webinar in January 148 registrants, meeting in December for licensing and e-resources webinar.

**F. ADMINISTRATIVE COMMITTEE REPORTS**

**a. Awards/Grants (Joan Stringfellow)**

No report.

**b. Bylaws and Handbook (Shawn King)**

Follow up with other members for any desired updates to handbooks.

**c. Membership (Wendy Law)**

Held introductory meeting on November 4<sup>th</sup>

**d. Nominating (Jennifer Mart-Rice) <absent>**

**e. Professional Development (Ellen Reece, Jennifer Mart-Rice)**

TS-SIS will cover the fees for the program we choose to sponsor.

**f. Funding Research Opportunities Grant (FROG) (Jessie Tam)**

AALL informed that the SISs cannot post about FROG or SIS-specific grants on the Members Open Forum.

Will post to the AALL e-newsletter and on the TS and LSRD SIS and Repository Caucus listservs periodically. Will post to other SISs and Caucuses: October, February and June (these include: ALL and Government documents, and FCIL and other SIS listservs.)

ACTION ITEMS: Update the handbook for FROG.

**g. TSSL Editorial Representatives: (Colleen Williams, Sara Saddler<absent>)**

New editor: Cindy Tian, and new Associate editor: Paula Seeger (Fox Rothchild LLP)

Deadline for articles is November 21st.

**h. Website Coordinator (Marijah Sroczyński <absent>)**

No report.



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**i. Cataloging Liaisons:**

**To MAC: Kate Peck**

No report.

**To SAC: Cate Kellett**

No report.

**To CC:DA: Chris Thomas (2024-2027)**

No report.

**G. OPEN BUSINESS**

a. SIS Fundraising, grant and webinar promotion

i. Changes to how SISs can promote fundraising endeavors, grants and webinars. Will be a topic at the next Council of SIS Chairs and Vice Chairs (11/19).

ii. Board members discussed possible options for promoting SIS grants/webinars, etc.

**H. NEW BUSINESS – TS in AALL Annual 2025**

a. AALL annual 2025 [Sponsorship requests, ticketed events, and meeting rooms](#) discussion (previous year meeting minutes indicated PDC recommended room requests).

The board brainstormed on dates and time for committee meetings at the annual meeting. Board and committee chairs must confirm meeting, contact information for person responsible for the meeting, and proposed number of attendees by December 16<sup>th</sup>. Yan will follow up by email.

The EB decided not to seek sponsorship for an event this year.

I. The EB will not meet in December or January.

**J. ADJOURNMENT at 4:02 pm ET.**