



TECHNICAL SERVICES
SPECIAL INTEREST SECTION



TS-SIS Executive Board Meeting Agenda/Minutes June 12, 2025 (3:00 PM ET/2:00 PM CT/12:00 PM PT)

A. CALL TO ORDER & WELCOME

Yan called the meeting to order at 3:04pm ET.

B. APPROVAL OF MAY MEETING MINUTES

Board approved minutes.

C. ANNOUNCEMENTS AND INFORMATIONAL ITEMS

D. OFFICER REPORTS

a. Chair

Council of SIS Chairs meeting 5/13

i. Discussion & Feedback on [SIS Policies](#)

a. Fundraising

b. Open Forum & Cross-SIS Postings (AALL June 2nd eNewsletter included a survey for feedback.)

The council chair Nicole Downing asked for handbooks from SISs as examples for SISs who needed to create handbooks. Yan shared our handbook.

ii. Annual Meeting Updates (TS-SIS related sessions added into AALL annual meeting schedule website)

There may still be discrepancies with room numbers. Wait to post locations until closer to the program.

iii. Board Transition Planning

ACTION: Update My Communities after annual meeting with new people and new roles. Remove people who are no longer on the executive board. Jessie will move off the FROG My Communities board.

Potentially add this to the volunteer survey: Online communities discussion group manager. This role does automatically renew.

iv. SIS Virtual Leadership Training Agenda

Yan informed AALL about the new Vice Chair. Jessie received information from Kim Rundle and she already registered for virtual meeting and for luncheon at the annual meeting. Jessie will check to make sure that Ellen receives emails.

v. TS-SIS 2025 annual business meeting (July 10 at 3pm EST) registration invite has sent out to the membership on May 14

Registration invitations have been sent. We need 30 members in attendance for a quorum. Shawn and Keelan to cohost.

Yan would like to find out who is retiring so we can recognize them during our business meeting.

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

Attended SIS Chairs Council meeting. Provides examples related to the Open Forum where certain emails were blocked (example provided: FROG outreach emails).

Sent a list of appointment candidates for the 2025-2026 term of TS-SIS chairs and representatives to the Executive Board for approval, and sent announcement to TS-SIS membership.

Sent the names of those who are interested in writing a column or a blog post to the editors of the TSL and TechScans.

c. Secretary/Treasurer (Keelan Weber)

Updated the group on FROG grant status.

d. Member-at-Large (Diana Dulek, Wendy Law)

Dinearounds - encourage more people to sign up for dinearounds, and we are still looking for hosts.

New comer guide in process

e. Past President (Shawn King)

No report.

E. STANDING COMMITTEE REPORTS

a. Metadata Management (Chris Thomas, Tommy White)

Tommy will send an email to encourage people to attend the roundtable.

Chris and Rachel Decker communicated about metadata application profile.

b. Resource Management (Michele Pope, Colleen Williams)

Completed annual report.

Next week Michele will send out a promotion for the round table.

F. ADMINISTRATIVE COMMITTEE REPORTS

a. Awards/Grants (Joan Stringfellow)

Work for the year is finished and annual report is in progress. Will have a report in the next issue of TSL.

b. Bylaws and Handbook (Shawn King)

Annual report is complete and the latest version of the handbook has been added to the website.

c. Membership (Wendy Law)

Sent emails to 17 new members with AALL Annual meeting info, and encouraged people to come to CONELL and poster and that there would be an Annual Meeting First Timers guide coming soon.

d. Nominating (Jennifer Mart-Rice)

No report.

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

No report.

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

Charlie Amiot declined the FROG grant for personal reasons. Marijah to update website (TS-SIS and LSRD-SIS)

Devan Orr and Kathryn Downing submitted their status report and expense receipts for their research on "Abstracting with AI." Report will be shared with Marijah to post on the FROG web page.

FROG Committee annual report has been submitted.

g. TSLI Editorial Representatives: (Colleen Williams, Sara Saddler)

No report.

h. Website Coordinator (Marijah Sroczynski)

Uploading annual reports and annual meeting information.

Send updates prior to June 16 for timely update.

i. Cataloging Liaisons:

To MAC: Kate Peck

No report.

To SAC: Cate Kellett

No report.

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

Proposal to change instructions for aggregating works (has been sent to listserv). Comments need to be sent shortly to be included.

G. OPEN BUSINESS

[NASIG liaison proposal](#) from Becky Bearden. Q&A

Becky will find out if we need permission from AALL to have a liaison position. Becky said that the cost could be up for discussion each year depending on budgets.

Yan update: Becky emailed Kim Rundle on May 8 and Kim replied she shared Becky's email and will let Becky know once Kim receives a response.

Keelan archived the NASIG liaison proposal and the letter to Kim both by Becky Bearden into TS-SIS EB Board my community for the convenience of future discussion.

A. NEW BUSINESS

Promote TS-SIS and TS members through AALL (see <https://www.aallnet.org/community/recognition/awards-program/>), TechScans could also be used: [TSL TechScans: getting to know you](#).

Annual business meeting (7/10) award ceremony, recognize retirees retired or will be retired by 6/30/2025

I. ADJOURNMENT

meeting adjourned at 3:59 pm ET