



TECHNICAL SERVICES
SPECIAL INTEREST SECTION



TS-SIS Executive Board Meeting Agenda/Minutes November 6, 2025 (3:00 PM ET/2:00 PM CT/12:00 PM PT)

ATTENDEES:

Jessie Tam, Yi Jiang, Christopher Thomas, Wendy Law, Jacob Nunnally, Yan Yu, Ellen Reece, Marijah Sroczyński, Tommy White, Elizabeth Outler, Annie Mellott, Narine Bournoutian, Christina Peter, Elaina Brown

Absent: Keelan Weber, Shawn King, Kevin Carey, Jennifer Mart-Rice, Kathryn Downing, Colleen Williams, Diana Dulek

A. CALL TO ORDER & WELCOME

Jessie called meeting to order at 3:04 PM EST

B. APPROVAL OF LAST MINUTES

The Board approved the October 2025 minutes.

C. ANNOUNCEMENTS AND INFORMATIONAL ITEMS

AALL 2026 Schedule At-A-Glance

D. OFFICER REPORTS

a. **Chair (Jessie Tam)**

SIS Council meeting (October 16)

- AALL Executive Director search; 2 listening sessions; job ad has been posted
- Charitable organization supported by SIS needs to be 501c3
- No cross posting about fundraising at other SIS My Community; post on AALL eNewsletter
- News & Announcement Community
 - No posting of fund raising
- Training of SIS Treasurers
- Emailed AALL the two sponsored program proposals
 - Ajaye Bloomstone is interested in moderating the Management Issue roundtable again. She plans to ask Jacob and Brett Elder from the University of Iowa to co-facilitate. She has no preference on the date and time, as long as it doesn't conflict with other TS roundtables. – Jacob will reach out to Ajaye and follow up!

b. Vice-Chair/Chair-Elect (Ellen Reece)

No report

c. Secretary/Treasurer (Keelan Weber)

No report

d. Member-at-Large (Wendy Law, Yi Jiang)

Will have more to report by the end of November.

Regarding donations -- idea to add a link to the grant websites for the donation form. Make step-by-step instructions for how to give using the form. Suggestion to send the link to the donation form in grant announcement emails as well.

<https://www.aallnet.org/wp-content/uploads/2024/07/AALL-Donation-Form.pdf>

e. Past Chair (Yan Yu)

No report

E. STANDING COMMITTEE REPORTS

a. Metadata Management (Tommy White, Christina Peter)

28 attendees (with the co-hosts included). Discussion about serials cataloging. Great first step in creating more opportunities for law catalogers to connect.

b. Resource Management (Colleen Williams, Jacob Nunnally)

Office hours - 21 registrants and 9 attended.
One more office hour planned.

F. ADMINISTRATIVE COMMITTEE REPORTS

a. Awards/Grants (Annie Mellott)

Leadership Academy grant open now, will send 2 more emails alerting TS folks and link the donation form in the emails

b. Bylaws and Handbook (Yan Yu)

A google doc of Draft 2025 Handbooks and Bylaws shared with the bylaws Committee. The committee is working on a few suggested updates.

c. Membership (Elizabeth Outler)

Welcome emails forthcoming (before Thanksgiving), Chair of LSRD will be receiving info on what we send to new members

Jessie will request another new member list in the Spring

d. Nominating (Kevin Carey)

For the Nominating committee, we have reached out to several people about potential candidacy and are waiting to hear back on some of those, and we have 2-3 people tentatively committed to run for Member-at-Large. We'll probably send out another call for nominations in a week or two.

e. Professional Development (Jennifer Mart-Rice, Nariné Bournoutian)

First webinar, Mastering Serials Cataloging, finishes Metadata Magicians series from last year - happening soon. It will be like the one that happened at Annual conference in summer 2025. Early Career Roundtable happening on November 20, 2025 - 30 registrants!

f. Funding Research Opportunities Grant (FROG) (Diana Dulek, Kathryn Downing)

No report.

g. TSLLEditorial Representatives: (Elaina Brown, Shawn King)

50th issue in December! Highlights of the 50 years will be included in the issue.

h. Website Coordinator (Marijah Sroczynski)

Minutes will be posted soon to website.

i. Cataloging Liaisons:

All liaisons have submitted their reports

To CC:DA: Christopher Thomas - no activity to report

To MAC: Kate Peck

To SAC: Cate Kellett

G. OPEN BUSINESS

No reports.

H. NEW BUSINESS

a. TS-SIS roundtables at 2026 AALL conference

SIS's will submit if they have ticketed items or sponsored events that need meeting rooms by December 18, 2025.

Four sessions: Hot topics, Management Issues roundtable, Metadata Management roundtable, and Resource Management roundtable

Timing options:

Sunday:

7:30 a.m. – 8:45 a.m.

12:45 p.m. – 1:45 p.m.

6:30 p.m. →

Monday:

7:00 a.m. – 8:15 a.m.

12:00 p.m. – 1:00 p.m.

5:45 →

b. TS-SIS time capsule items

AALL opened and displayed a 25-year time capsule filled with member-submitted items at the conference in Portland. We have the following items in the capsule: two Library of Congress CDs, a TS-SIS brochure, and the March 2000 issue of Technical Services Law Librarian (TSLL).

If we want to keep them, AALL will mail the items to whatever address we provide. Otherwise, unclaimed or unwanted items will not be saved.

Jessie will receive them and take a picture for the next TSLL issue.

c. Forum Manager

<https://www.aallnet.org/tssis/wp-content/uploads/sites/17/2025/05/TS-SIS-Handbook-2025.pdf>
page 15 for MyCommunities Manager

Suggestions to change this “position” so that the chair of each committee will be responsible for their own MyCommunities pages and management. The past chair will update and add the new chair before their term is up. Will include instructions in the handbook about how to use MyCommunities for new chairs.

Historically, there used to be only one person allowed to manage the communities. Now it's more open and the standing committees aren't set people but open to new members.

I. ADJOURNMENT

4:05pm EST