

LLSDC Board Meeting

Tuesday, November 12, 2013

Location: Arent Fox, Washington, DC

BOARD MEMBERS

In attendance:

Ed O'Rourke, President
Mary Kate Hunter, Vice President
Scott Bailey, Past President
Laura Moorer, Corresponding Secretary
Pam Lipscomb, Recording Secretary
Jeff Bird, Treasurer
Doug Tirpak, Assistant Treasurer
Yumi Blackwell, Board Member
Alicia Pappas, Board Member
Alyssa Altshuler, Board Member

Absent:

PROCEEDINGS

CALL TO ORDER

The President called the meeting to order at 12:06 .

REPORTS/COMMENTS

Treasurer & Membership Reports

Jeff sent it around the day before. The registered agent is on board and we are now caught up with our filings. Treasurer's report was approved.

Ed sent around the membership report in the morning. He mentioned that there are still some lingering issues with the transition to the new website that is affecting some of the report sections. Alicia asked which of the statistics were affected and wondered if it was an accurate number of new members (there were 2). Pam explained that the issues were with the accurate number of current members because the transition to the new website everyone became a "new member." In addition, until all of the final issues are resolved, the renewal notices generated by the website have been turned off. Pam anticipates that they will be turned back on soon. The membership report and new members were approved.

Liaison Reports & Activities Reports

Ed then asked Pam for a Website update. She said that it was coming along and that she had a great team who were going through it looking for mistakes, broken links, and things that still need to be updated. She said that the biggest project currently was to realign the membership forms and profiles to conform to the new by-laws. She then wants to focus on populating the pages that still need to be populated. She said that she put in a feature request to upgrade their calendar so that it has better functionality for us. Ed asked how the Sourcebook was coming. Pam stated that there have been a few glitches, but that Jeff, Sue Ann, and Mary Kate were working very hard to make sure it was all working. Pam then mentioned that one of her pet projects was to add the blog to the Member landing page. The creation of this widget will cost about \$100 and she asked if the Board would approve the creation of this functionality. Alicia asked if we would want to do Facebook as well, but after discussion, it was decided to stick with the blog for now. The Board approved the expense.

Pam talked to Arlene Fletcher, who is the head of the Education Committee. She is looking for speakers with expertise with Sharepoint or Libguides because she would like to do a comparison event. She asked if the Board has any suggestions for potential speakers because to hire a professional trainer would be very expensive and run longer than 2 hours. They have a couple of other events coming up as well. She would also like to host some AALL webinars so that we could pay a single site fee instead of an individual fee. She asked how the budgeting worked for this. She then would like to find places that would be able to host. She also has a speaker in mind for the Sandy Peterson lecture but didn't know how the fee or budget for that worked. Pam offered to look in the Procedures Manual and find out for her. Jeff said that he didn't think that the committees have individual budgets, but the SIS has actual budgets. Scott said that he thinks there is a maximum that committees are allowed to spend and he thought that it was in the Procedures Manual.

Cameron hosted an event on Fall Associates for the Law Library Managers Group. She wrote a recap of the program that has been posted to the blog. In addition, Pam will be hosting a program on Communicating Your Value with Sarah Kavanaugh next Thursday at Arent Fox. Ed asked if Emily had taken over PLL and Pam confirmed. She said that PLL had a great meeting at Squire Sanders last week that was very well attended. There was a great discussion and a lot of good information. Scott mentioned that there was a little glitch with the ReadyTalk and he needs to fix it for further meetings. Emily also made a pdf of the handout from the program and wrote a blog post in which the handout was linked.

Scholarships and Grants have their next round of applications comes around on December 1st. He said that they have spent about \$2600 of the \$10000 allocated to the committee. He said that he received an application this morning and he would send it to the committee and then bring to the Board for a vote after he has their recommendations. Alicia asked if the Board was allowed to apply and Ed said yes, but they had to abstain from voting on their application.

Abby Ross said that the Spring Joint Workshop is still looking for committee members. ---- ?? is the new chair of the committee. Ann Green said that the Franklin Square Hein Online event went well. Ed said that they have a lot of other events planned as well. He said that one of his vendors was interested in doing a demonstration, but that FSFG couldn't accommodate them until Spring. Pam suggested that we push them to PLL or LLMG. Ed thought we could do that. Alicia asked if they would be interested in being a sponsor and Ed said it wouldn't hurt to ask. Alicia asked if Sarah was a sponsor for the LLMG event, but Pam said that it was a brown bag so that she was strictly the speaker for this particular event.

Doug said that Keith from the Union List said that the contract renewal with SIMA is coming up soon and he is starting to look into that. He left a message for Academic but had nothing to report. Laura said that she didn't contact Cameron because she is still looking for a replacement. Pam talked to Laurie Green but she wasn't able to do it. Mary Kate said that Pam helped her get Ann Baum access to the website so that she could upload the new issue of Lights so that should be coming out soon.

New Member Drive

Alicia said that November got away from her and she was trying to find a date that didn't overlap with SLA events but it got too late in the month. She decided that since it was for the 75th Anniversary anyway, she was pushing it to January. She got a contact for DCLA, so she will include them along with DC/SLA in the event and hopefully get some interest for the party in February.

Upcoming Events

No real updates on the 75th Anniversary. Alicia said that she wants more sponsorship money before she ordered anything else. She said that the New York chapter is doing some educational events in conjunction with their 75th anniversary and so she is thinking of expanding our focus to include more than the party.

The holiday party is down to a few locations. SLA has booked their holiday party for December 2nd and so Alicia was looking at December 10th or 11th. Mary Kate said that there were events going on during the day of the 10th, but not the night. Alicia said that she has asks out to lots of different places and she's looking at menus and costs. She's hoping to be able to send out an announcement before Thanksgiving.

Social Media

We had a great meeting 2 weeks ago. Five or six people came and seemed enthusiastic to participate and have done it for other organizations. They made the executive decision to just be the PR Committee instead of being a subcommittee mostly because the only remaining member of the PR Committee is Louis and he's focused on social media. Alicia is working on the roles of the committee and dovetailing that with what Louis currently does. Alicia asked Pam if the social media buttons would be available for emails or if the code she

got was strictly for the website. Pam said that she would look into it. Ed asked how the social media was being broken out and Alicia said that it was mostly Louis and he was doing the news while she was pushing out blog posts and events. Scott mentioned that one of the things that we discussed at the meeting was coming up with original content for the blog so that it wasn't just event recaps and upcoming event notices. Scott thought that we could do a series of interview articles with various people. Alicia suggested that we could talk to the committee chairs to see if they would like to push more information out through the blog. Scott would like to have more current awareness perspective pieces perhaps about issues that affect the librarian community.

Scott mentioned a possible blog post on the new SLA/Financial Times survey on librarians. Alicia suggested that after his PLL phone call with the Financial Times, that he should ask a couple of questions of a few librarians who have read the survey and get their impressions and then write a blog post about the member viewpoints.

Ed received a call from Kate Martin who is the President of the Maryland Association of Law Librarians. She is having a program in the Spring on Prisoner Law, not giving legal advice but resource advice. She would like to have LLSDC collaborate. Ed will get more information and then provide it to the Board. Laura said that the DC Public Defenders Service would be willing to help with the event and share how they deal with their prisoner requests .

Approval of Last Month's Minutes

Mary Kate said that there were a few minor changes. The minutes were approved pending the edits.

Next meeting will be held on December 10th at Thomson Hine.

Meeting adjourned.