

Public Minutes of Law Librarian's Society of Washington, D.C.
Board Meeting
Tuesday, August 11, 2009
Groom Law Group

Board Members

In Attendance:

Frances Brillantine, Immediate Past President
Christine Ciambella, Vice President
Cameron Gowan, President
Jennifer McMahan, Board Member
Shannon O'Connell, Recording Secretary
Ed O'Rourke, Treasurer
Tricia Peavler, Board Member
Emily Phillips, Assistant Treasurer
Judy Weiss, Board Member

Absent:

Matt Braun, Corresponding Secretary

Proceedings

Call to Order

C. Gowan called the meeting to order at 9:00 a.m.

Approval of Minutes

C. Ciambella moved to approve the minutes of the July Board meeting. Motion approved.

Official Reports

Treasurer's Report: See Official Minutes for details.

Committee Reports

Membership: As of 8/1/09 the Society has 567 members. Membership renewals are continuing. S. O'Connell moved to approve four new members. Motion approved.

Mentoring: The President will suggest that the Committee host a happy hour for mentors & mentees.

Arrangements: The Opening Reception will be held September 15th at Pepper Hamilton. The event will be sponsored by Leadership Directories. The Committee is starting to plan for the Holiday Party.

Elections: Mike Gentile is looking for a co-chair for the committee. If he is unsuccessful in finding a co-chair a call for volunteers will go out in the newsletter.

Law Library Lights: The Spring/Summer double issue should be out in a week or so (mid-August). The Fall issue will come out in September. Board liaisons will push out the 2009-2010 topic list to their groups and encourage Society members to write for *Lights*.

Legislative: The SIS hopes to have its next meeting in mid-September.

Focus Groups:

Legal Research: Luncheon for law library managers during AALL was very successful.

History & Archives: Georgetown is on the verge of hiring an assistant archivist; that person will oversee the Society's materials. Georgetown requested a paid intern to sort & re-box the Society's materials. The Board agreed to suggest instead finding an unpaid intern or student doing a practicum.

Publications: Keith Gabel will contact those who haven't yet renewed their subscription to the Union List. The President will include a reminder about renewal in the newsletter.

Academic: Leslie Street is the SIS's new vice president. The SIS is planning events for the upcoming year.

Scholarships & Grants: The Committee is processing the applications it received for the August 3rd deadline. The next deadline for applications is December 1st.

PLL: On July 14th, Fastcase sponsored a lunch on "Smarter Research". PLL hosted a hospitality suite during AALL. The SIS is planning to host more education events this year.

Federal: Tania Andreeff is the new president of the SIS. The SIS co-sponsored an event at AALL with the Federal Law Librarians Caucus. 40 librarians attended and discussed plans for possibly having a Federal Law Librarians Conference in 2010. They have not discussed how often it would reoccur, if at all.

Government Relations: The Committee submitted its annual report for 2008-2009 to the Board. The Committee plans to model its activities on those of AALL's GR Committee.

Nominations: The Committee submitted its annual report for 2008-2009 to the Board. The Board will begin to recruit new members for the Committee. Newer members of the Society will be targeted. The President will draft some language for a recruitment notice to be placed in the newsletter.

Open Items

Opening Reception – Tarot card reader: Leadership Directories will bring in a tarot card reader for the Opening Reception. The reader will be set up in a private area.

LLSDC/DC SLA Holiday Reception: The Board agreed it would be willing to co-host a holiday reception with DC SLA. The President will contact DC SLA.

PR Committee: Louis Abramovitz is the chair of the Society's new Public Relations Committee. The Committee's charge is to get the Society's name out there. Current efforts include: drafting a letter to President Obama (subject TBD); reaching out to groups such as the National Law Journal, the Virginia Bar, the Legal Marketing Association, and ALA; encouraging and assisting Society members to publish in professional journals and the publications of other law librarianship groups; starting a Twitter account for LLSDC.

Goals lists from liaisons: Board liaisons will solicit from their groups lists stating the groups' goals for the upcoming year. Liaisons will submit these goals lists to the Board.

Old Business

Library/ILL Directory: The ILL directory is slated for completion in September.

AALL Chapter VIP Program: The Board selected two top picks for the AALL Chapter Visit: Christine Graesser and Jean Wenger. The President will fill out the necessary paperwork with AALL to arrange the visit.

Website redesign: Working on adding minutes to all Committees and SIS pages. The Webmaster will fix the dropdown link to the GR Committee's page. The President will ask the Webmaster if he would like an assistant.

Lights Themes & Timelines: A list of the 2009-2010 has been distributed to Board members who will push it out to Committees and SISs and encourage members to write for *Lights*.

Sponsorship of the Legal Information & Technology eJournal: The journal was able to find other sponsorship.

New Business

Membership, soliciting new members: The language of renewal notices will be changed to highlight the benefits of LLSDC membership and to give instructions for renewal. The Society's membership push will target students and federal librarians. The Assistant Treasurer will contact the AALL Bylaws Committee to discuss the idea of amending the Society's bylaws to allow for promotional membership discounts.

Survey of the membership: The Vice President will draft a sample survey and submit it to the Board.

Book reviews: The PR Committee will put out the word that the Board of Law Practice Management magazine is looking for librarians to write book reviews.

Breakers Consulting brown bag: The President will arrange to have Breakers speak at an LLSDC event. The event will be an evening reception in October, possibly held at Jenner & Block.

Approving Board minutes by email: The Board will henceforth approve minutes via email rather than waiting to approve them at the next Board meeting. The Recording Secretary will distribute the minutes to the other Board members for approval and, once approval is obtained, post the minutes to the Society's website. Each Board member will distribute the approved minutes to their liaison groups.

The "Society": The Board believes that official Society communications and publications should continue to contain the name LLSDC.

Update Policy Manual: The Board will begin work on updating the Policy Manual in January 2010.

Invite Committee & SIS chairs to meetings: Board liaisons were reminded to invite Committee & SIS chairs to Board meetings. Board meetings are open to any Society member who wants to attend. The President will make sure meeting dates, times, and locations are posted on the Society's website prior to each Board meeting.

Posting LLSDC's bylaws on the AALL website: The Board agreed to post the Society's bylaws on AALL's website.

Next meeting

The next meeting of the Board will be held at 9:00 a.m. on Thursday, September 10th at Wilmer Hale, 1875 Pennsylvania Ave., NW.

Adjournment

C. Gowan moved to adjourn the meeting at 10:35 a.m. Motion approved.

Respectfully Submitted,
Shannon O'Connell

Please note: These are not the official minutes. Any Society member can obtain a copy of the official minutes by contacting the Recording Secretary.