

**Public Minutes of the Law Librarian's Society of Washington, D.C.**  
**Board Meeting**  
**Tuesday, December 15, 2009**  
**Baker Botts**

**Board Members**

*In Attendance:*

Matt Braun, Corresponding Secretary  
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  
Dawn Sobol, Placements Committee Chair  
Judy Weiss, Board Member

**Proceedings**

**Call to Order**

C. Gowan called the meeting to order at 12:09 p.m.

**Welcome**

C. Gowan welcomed Dawn Sobol, Placements Committee Chair, who attended the meeting as a guest.

**Approval of Minutes**

The November minutes were approved via email prior to the meeting. Board members were reminded to distribute the approved minutes to their assigned groups.

**Official Reports**

*Treasurer:* See the Official Minutes for details.

**Committee Reports**

*Reassignments:* From December 2009 forward, T. Peavler will serve as the Board liaison to the Legal Research and Laid Off Librarians Focus Groups.

*Membership:* As of December 15th, the Society had 532 active members. F. Brillantine moved to approve seven new members; E. Phillips seconded the motion. Motion to approve seven new members approved.

*Arrangements:* Thursday, May 13th is the tentative date for the Closing Banquet. Westlaw may sponsor the event. The Town Hall Meeting will be held on Monday, March 29th at Georgetown University's Law School.

*Mentoring:* Currently, 10 pairs of mentors and mentees are participating in the program. A happy hour will be held for all mentors and mentees.

*Education:* On December 10th, the Committee hosted a program at Morgan Lewis entitled "Evaluating Alternatives to Lexis & Westlaw." It was well-attended. Todd Venie is going to post the PowerPoint and a summary of the program on the Committee's webpage. The 2010 Legal Research Institute will be held on March 9th & 10th (Tuesday & Wednesday) at Georgetown University's Law Library. All but one of the speakers are lined up.

*Law Library Lights:* The Fall issue is out. Editor Sara Sampson is hoping to include more advertising in *Lights*. M. Braun arranged for Cindy Dyer to put together a pamphlet for prospective advertisers.

*ILL:* The SIS cancelled its December 7th holiday party due to inclement weather. The meeting is rescheduled for Wednesday, January 13th. M. Braun will remind the all the Committee and SIS heads to update their web pages and to post events in the Master Calendar. M. Braun will also get information from Renee Cuthbert about the purpose/status/current use of the ILL wiki and the ILL logo.

*Placement:* Committee Chair Dawn Sobol was present at the meeting as a guest and delivered the Committee's report. A few jobs continue to trickle in.

*Legal Research Training:* The Group is planning a meeting about how firms handled programming for their delayed first-year associates.

*Library Managers:* On December 9th, about 25 people met at Wiley Rein to form the "studio audience" for the AALL PLL webinar "The Business Side of Law Firms", featuring Wiley Rein's CEO, Barry Strauss.

*Nominations:* Two candidates dropped off the slate of nominees. The Committee will find one additional candidate each for the VP/President-Elect and Board Member positions. S. O'Connell will collect bios/candidate statements from the nominees.

*Scholarships & Grants:* Two scholarships were awarded in December. The next deadline for applications is April 1, 2010.

## **Old Business**

*Policy manual update:* E. Phillips and Mary Lyons have volunteered to review and revise their portions of the policy manual as a test run prior to the start of a full-scale revamp of the manual. Board Members should review their sections of the manual and send updates to E. Phillips & M. Lyons.

*Membership survey:* C. Ciambella will send a draft of the survey to the Board members via email.

*January membership discount:* F. Brillantine will figure out the logistics of such an offer.

*Updating the website:* A link to donate to the Society has been added to the homepage.

*Planned Annual Fund:* The Board discussed the possibility of earmarking money donated to the annual fund for a certain purpose (scholarships, for example). The Board agreed that donated funds should not be designated for a specific purpose but should be used at the Society's discretion. The planned Annual Fund will be introduced at the Town Hall Meeting on Monday, March 29th. M. Braun will draft a letter for use in soliciting donations to the Society.

*Presidential & Board happy hour:* The President and Board will host a happy hour on Tuesday, February 23rd. Location TBD.

*Photographer for LLSDC events:* The Society may hire Cindy Dyer, the graphic designer of Lights, as a photographer for LLSDC events. Pictures could be used on the website and in LLSDC publications. M. Braun will obtain Ms. Dyer's rates and will communicate with C. Gowan.

*GLP Union List:* The Board will invite Keith Gabel to attend a meeting to discuss the Union List contract.

## **New Business**

*Library of Congress Friends of the Library membership:* M. Braun will contact Leon to secure the Society's membership.

*Corporate Memory Committee:* Current committee members are: F. Brillantine, C. Ciambella, C. Gowan, and S. O'Connell. The Recording Secretary will keep a list of policies.

*SLA/LLSDC Coordination of programs:* C. Gowan is working with SLA President James King to build a master calendar of SLA & LLSDC events to avoid conflicts. Cecile Richter has volunteered to administer the master calendar.

Law Library Lights *archive*: M. Braun addressed the need for an update to the online author/title index for *Lights*. M. Braun volunteered to work on an update, perhaps with the help of Lights' Assistant Editor, Ripple Weistling. M. Braun also addressed the poor image quality of the 2006-current issues of Lights archived in HeinOnline. M. Braun will speak to Hein regarding the issue.

### **Next meeting**

The next meeting of the Board will be held at 9:00 a.m. on Tuesday, January 12th at Jenner & Block, LLP, 1099 New York Ave., NW.

### **Adjournment**

C. Gowan moved to adjourn the meeting at 1:10 p.m. Motion approved.

Respectfully Submitted,  
Shannon O'Connell