

# **OBS SIS EXECUTIVE BOARD MEETING**

## **MINUTES**

**JULY 19, 2000**

Present: Brian Striman, Pat Callahan, Jack Bissett, Ismael Gullon, Ellen McGrath, Sally Wambold, Susan Chinoransky, Cindy Cicco, Sue Roach

### **Ellen M.:**

Board members should let Ellen know they are thinking about her emails so she knows you have read them.

Ellen described the meeting held Monday morning at Biddle Law Library. Strategic planning is her number 1 priority for the coming year.

Her number 2 priority is the updating and revision of the website. Maria Okonska is the new webmaster. Ellen wants to get much of the Strategic Planning Committee's work on the website.

### **Sally Wambold on the Strategic Planning Committee:**

Gail Warren (State, Court, & Counties SIS) conducted the meeting on Monday.

They analyzed OBS: SWOT (strengths, weaknesses, opportunities, threats)  
Asked themselves "Why do we exist?" and analyzed the SIS.

We need to poll the members as to what we're doing right and what we need to change.  
We will poll them on this in the survey.

Have a separate volunteer form. We could think about rephrasing our survey questions.

We can email and call those who don't respond to the survey. Identify key people who we want to remain active and involved.

Another idea is to poll people who didn't renew their memberships and ask them why they didn't renew.

Brian S. suggested an idea to include a \$1. bill with the survey to encourage a response. Ellen said she and Ismael must begin to work on the survey really early this year, in January. Ismael asked to get copies of other SIS's surveys. Ellen said most of them are on their websites.

Sally reviewed the written sheets the Strategic Planning Committee worked on with Gail.

Brian and Georgia B. Think we need better and more PR. Perhaps changing the logo or our

name? "The Bridge that Connects...."?

Ismael G. suggested sending monthly current awareness emails. Is there some way we can get a list of our members? Ellen is going to try to put out informational messages to the list in late August or early September. Georgia Briscoe will send us each month the MARC record for a web site they have cataloged. Brian S. suggested posting on law-lib that we are doing this. Cindy C. suggested we also post it on the director's listserv. Georgia will ask her director about doing this. Ellen stated she would like to get something in the Spectrum each month, perhaps by rotating the responsibility. Sally W. offered she could write an article about the Strategic Planning.

Susan C. said she would make an afghan for the first person to return the survey.

Another PR idea is to come up with ideas and go to the Professional Development Committee to see if we could have a moderated listserv.

Sally W. will put the information on the sheets written at the meeting in WordPerfect format and distribute it to everyone.

Jack B. suggested that, on the survey, we should list some of the recent OBS programs, ask whether or not they attended and if they were helpful. Ellen suggested a question about whether or not members go to the annual meeting and how frequently.

Sally W. asked if we could get the survey onto the website early, in November. Ellen said she and Ismael will get to work on the survey in September.

Ismael G. reported on the following program proposal ideas for the Minneapolis meeting:

- 1) Richard Jost - bibliographic utilities & Space Planning for technical services
- 2) Georgia Briscoe - "Breaking up is hard to do"
- 3) Mary Jane Kelsey - "Retooling TS for the Millennium"
- 4) Pam Demmer - 2 programs on Corc
- 5) Ismael Gullon - Marc Holdings Data
- 6) Brian Striman - XML vs. Marc update and Workflow issues in cataloging using online utilities

Ellen presented a proposal for having the section chair being the Education Committee Chair. The other option would be for Ellen and Ismael to work on it together for this year and get an Education Committee Chair next year. Ellen will email us throughout the year regarding this proposal. We will need to gear up in January for program planning.

Brian S. explained that between TS and OBS together we owe about \$9,000 for back volumes of TSL. We owe about 40% of that amount. Headquarters has not been debiting our account. Cindy will look into this upon her return from Philadelphia.