

## Minutes of the PLL Business Meeting

July 20, 1997  
Baltimore, MD

Michael Saint-Onge called the meeting to order at 10:35 a.m. and moved that we accept the minutes of the last business meeting as printed in PLL Perspectives. The motion was seconded by Mary Smith-Forman.

Michael asked for a moment of silence in memory of colleagues who passed away this past year.

Michael introduced the officers, then welcomed all to the 19th official meeting of the PLL SIS. He thanked Donna Tuke Heroy of Alert publications for underwriting the coffee and Joy Lindsay of the West Group for underwriting the lunch and sponsoring the luncheon speaker, Pat Wagner.

### **OFFICERS' REPORTS**

Joan Jarosek, Treasurer reported that the section is healthy, with 1,619 members and the treasury is healthy. We started with \$33,433.14, had income of \$3,950.00, and posted expenses of \$23,691.27, leaving a current balance of \$13,691.87.

Jean O'Grady, Secretary, reported on the election results and thanked the nominations committee. It was moved, seconded and approved to destroy the ballots.

Outgoing Past Chair, Mary Smith-Forman, reviewed the evolution of PLL since her first meeting and cited the AALL document on 5 practices of extraordinary leaderships. She noted the dramatic shift from a posture of whining victimization to an empowered role where the members lead by example. She then made a powerful plea for volunteers and indicated that only 1 out of 17 members currently volunteers.

Vice Chair, Anne Ellis, reported that 105 new members kits were distributed this year and described the contents of the kit. Reported on her attendance at the SLA meeting in Seattle.

### **COMMITTEE/PROJECT REPORTS**

Michael reported on the Strategic Planning Committee meeting and indicated that the report was in the Spring issue of PLL Perspectives and published on the PLL website. In addition, Michael established a Committee on the Implementation of the Strategic Plan to assure continuity and to keep the plan on track. Martha Goldman who has an MBA in strategic planning will chair the committee. Michael then characterized the plan as a living document and outlined the 6 initiatives. He announced the time and location for the Town Meeting of the strategic plan.

Michael introduced a discussion on strategic partnerships with other organizations. Anne Ellis described her attendance at the ALA meeting where PLL used the AALL traveling exhibit and sponsored a program call "Law Librarians: Make Information Work." She thanked Barbara Holt and local Seattle members for their support. She urged everyone to reach out to local groups of lawyers and administrators to offer our services in writing and speaking about the value of private law librarians.

Barbara Holt spoke and reported that the Seattle SLA conference had 1,500 attendees and 200 exhibits. The local chapter promoted the PLL program by sending out 1,400 postcards to registrants. At the booth they collected 157 business cards for a contest in which 3 winners received the PLL toolkit. Issues of PLL Perspectives and lists of local chapter presidents were distributed. She concluded by stating that this was a very positive experience for the chapter and for the volunteers.

Michael indicated that this year's program by PLL had been a vendor program and that he had appointed Joan Axelroth to a committee to get PLL placed in a regular program slot at the 1998 ALA program in Boston. She was successful in getting a program on the "Electronic Library" by Will Scarbrough accepted at next year's meeting.

Outreach to ABA Law Practice Management Section which has 5,000 members. Hazel Johnson is the official representative and she will offer PLL members opportunities to get involved. Hazel Johnson identified three ways PLL members can get involved: 1) strategic partnerships, 2) assisting bar associations in providing consulting in law practice management, 3) contributing articles and books. She pointed out that she could find only 3 articles written by law librarians. She encouraged people to join the LPM section.

Michael noted that Joe Benne, the ABA/LPM chair, will be at the AALL opening reception and encouraged people to talk to him.

Michael thanked Holly Mohler for adding materials to the PLL web page.

Michael reported on membership services and described the new member packets. He introduced Barbara Duval, for Gail Gates ( the Chair of the Mentoring Committee). Barbara reported that there were 14 participants in this year's mentoring program. They have developed an e-mail form and put it on the AALL website. She thanks the committee volunteers and described the benefits of mentoring.

Michael described the recruitment packs that have been sent to 85 firm librarians who are members of AALL but not PLL.

Anne announced the formation of the Recruitment Committee which will work closely with AALL Recruitment Chair, Karen Brunner.

Michael reported on PLL Perspectives and thanked Sabrina Pacifici and lead a round of applause. Jan Brown has been appointed Editor and Gail Zwerner appointed Associate Editor.

Susanne Zumbro introduced the newsletter advisory committee: Lauri Hart, John Davey, Kathie Sullivan and Joan Jarosek who will be the committee chair. Michael encouraged attendance at the "So you want to be a writer" program.

Ralph Manaco, Chair of the Grants Committee reported on the guidelines, promotion and announcement of the grants. Eight applicants were awarded grants. He thanked the members of his committee.

Martha Goldman gave a report on behalf of Georgianne O'Connor, Chair of the Nominations Committee. She reported that the officer slate represented all areas of the

country, and thanks everyone and requested new volunteers.

Holly Mohler, who developed the PLL webpage, reported for the Technology Committee on behalf of Anne Abate. She reported that all of the committee's business was conducted electronically. They also generated ideas on technology programs which have been submitted to the education committee. The PLL official listserv was inaugurated this year. Holly also requested volunteers.

Kathie Sullivan reported as chair of the Consumer Advocacy Committee. The goal is to create one voice and to empower us to understand what is happening in our budgets. She will work Ken Svengalis and Margie Axtmann. It will not overlap with the work of the CRIV. She has 15 volunteer, all on email. She will conduct polls and request responses. Michael also encouraged participation.

Aimee Ruzicka reported on behalf of the Educational Programming Committee that 7 out of 8 programs submitted have been accepted for 1997 AALL program. She read the program titles and thanked the coordinators.

Tom Duggan, the Program Committee Chair for the Anaheim convention, reviewed the programming process and asked for assistance. He asked his committee to stand and thanked them for their assistance.

#### **GROUP REPORTS**

Aimee reported for the Corporate Group. There were no formal activities for the past year. In the coming year the directory will be updated and mailed out. She reported that membership included 80 members in 67 companies. She also announced the upcoming round table meeting.

Dottie McCaughtery reported for the Independents. There are currently 60 members. They will update their committee information and will add it to the PLL web page. Joni Cassidy will take over as chair of the committee.

Carol Bannen reported for the Intellectual Property Group. The goals of that group are to publish a directory and establish a listserv.

Jeanne Reynolds reported for the Records Management Group. They have proposed a workshop for the Anaheim Annual Meeting. The goals for the coming year include developing a toolkit and target ALA.

Betty Roeske reported for the Technical Services Group. They are switching listserv providers.

Michael reported on old business. PLL member Marie Wallace will be receiving the Marion Gould Gallagher lifetime service award this year. He thanked Donna Tuke Heroy for her support. He then displayed the neon green PLL Leader Ribbon which was distributed to the committee and invited everyone to ask people wearing those ribbons how to get involved.

There was no new business.

Michael introduced the new officers: Glen Gustavson, Vice Chair/Chair Elect; Claire

Engle, Treasurer; Lori Weiss, Board Member and thanked the membership for their support of PLL.

Incoming Chair Anne Ellis thanked outgoing Chair Michael Saint-Onge and gave him a gift. She also thanked Sabrina Pacifici, former editor of PLL Perspectives, and announced that she will also receive a gift from PLL. She asked everyone for a round of applause for Sabrina. She then thanked outgoing Treasurer Joan Jarosek and Past Chair Mary Smith-Forman, and acknowledged Mary's contribution to the strategic plan. She also thanked Mark Estes, her mentor, and Durett Cameron. She noted that she will be changing jobs when she returns to Denver. She thanked luncheon speaker Pat Wagner for her talk on "Marketing as if Your Job Depends on It."

Anne adjourned the meeting.