



**Technical Services Round Table
Steering Committee Meeting**
Virtual Meeting
Zoom Login details below

Meeting: 4/19/19, 9am PDT

In attendance: Emily O'Neal, Jean Peick, Amy Mihelich, Damon Campbell, Suzane Sager, Lori Robare, Heather Pitts, Jane Cothron, Robert Kohl, Mary Greci, Kate Cleland-Sipfle

9:00 -9:15 Virtual Introductions Everyone

9:15-9:45 TSRT Financial Update Emily O'Neal

- I. We have about \$6k saved up to be used toward conference costs, bringing in speakers, hosting trainings. This year, we've talked about creating a scholarship.
- II. Fund sources
 - a. Proceeds from preconference revenue
 - b. Membership dues from members

9:45-10:00 OLA/WLA Update Everyone

- I. Pre-conference – how did it go? Feedback and financials (Lori)
 - a. Went well, seemed like people enjoyed it
 - i. 28 attendees at \$120 a pop = \$3360
 1. Not sure what costs WLA will extract
 2. Known expenses
 - a. Three presenters, two of whom needed to spend two nights in the hotel and one spent one night.
 - i. \$900 dollars in hotel costs
 - b. Travel for Adam, \$75
 - c. Travel for Casey, \$100
 - d. Meals for presenters - \$200-\$250
 - i. Lori estimates \$1200-\$1300 in expenses.
 - ii. Adam, this year's presenter, always has more content than he intends – time is an issue
 - II. Overview of OLA/WLA Program Committee interactions/events
 - a. There has been an overarching lack of communication regarding this conference
 - i. Includes submission forms, evaluations
 1. Willingness to present on a Saturday wasn't part of the submission forms...Saturday availability was assumed for us.
 2. No place on submission form to list if a program was sponsored by TSRT
 3. Session scheduling/selection
 - a. Open discussion around TSRT programming didn't happen, as our programming was last on the list and time ran out.
 - i. TSRT as an afterthought – only 2 sessions were accepted, both placed on Saturday.
 - ii. We opted to not pursue these sessions and focus on pre-conference instead
 - b. Emily has informed the OLA president and Vice President, as well as Sue Ludington, our conference chair.

- i. Had positive communication with Nem Brunell From WLA.
 - c. Emily will follow up on the occurrences this year at the end of conference
 - d. Eval forms seemed short, waiting for feedback
 - e. Next steps
 - i. Figure out WLA's cut
 - ii. Speak with Shirley, OLA Secretary
- III. Q&A Thoughts on an honorarium for speakers?
 - i. TSRT supports such a move. We need to figure out a number.
 - 1. No more than \$200.
 - a. For Adam, who had a longer presentation, \$150-\$200
 - b. Casey and Kelly, who had shorter presentations, \$75-\$100

10:00 -10:15 TSRT Officers

Everyone

- I. Incoming Chair: Amy Mihelich
- II. Chair elect for 19/20 – seeking volunteers
 - a. SSD has had years where no one stepped up – this happens
 - b. Emily is willing to reprise her role
- III. Secretary for 2 year term beginning 19/20 – seeking volunteers
 - a. Damon is willing to reprise his role
- IV. The scholarship should bring in new members who could become new officers
 - a. Won't make an impact this year, but once we implement the scholarship and start awarding people, that should be a factor.
- V. We can put out a call on the TSRT list, Libs-OR

10:15-10:45 Scholarship Review

Damon, Robert, Emily, All

- I. Review scholarship application draft
 - a. We could offer two scholarships or twice the amount of money if we can arrange cost-matching like with the LSTA grant, but we can't assume this will happen
 - I. Emily thinks we'll have a better idea by the summer retreat
- II. Next steps discussion
 - a. Appropriate cycle/timeline?
 - I. Applications open November 1. January 15 award notification deadline
 - Early-bird registration varies, but ran 1/14 – 3/6 this year
 - This should give applicants enough time to plan their attendance and get early-bird rates if they don't receive a scholarship.
 - Depending on number of applicants, the subcommittee should be able to handle this
 - We're not asking for expansive essays, which take a lot of time to assess.
 - b. LSTA advisory council recommendations might be useful here
 - c. How much \$ do we want to offer?
 - I. Choose an amount that is sustainable
 - II. \$200 is, in the opinion of many, is too little
 - What are other sections offering?
 - OYAN – up to \$350
 - SSD \$30-\$200
 - III. We'll go with \$300
 - Within the range of other sections

- Sustainable, according to our expected income
 - A range of award options complicates matters
- d. We make decisions, Emily follows up with Shirley, checks into LSTA matching opportunities
 - e. We'll take one applicant this time and be open to multiple applicants going forward
 - I. Simpler process, figure out applicant load, process issues, and identify opportunities for fund matching.

III. Create scholarship review subcommittee for 19/20

- a. Damon Campbell
- b. Kate Cleland-Sipfle
- c. Amy Mihelich
- d. Jean Peick
- e. Robert Kohl

IV. Scholarship creation opportunities. See: https://docs.google.com/document/d/1lwi-kmP7LigrPqSEEMMWYJkrzA4JDRlp_srrK_aysls/edit

10:45-11:00 Task review and wrap-up

Everyone

V. Pick location and date for next in-person meeting, August 2019

- a. Newport, 8/23/19

VI. Begin brainstorming sessions for next year OLA – Bend, OR 2020

- a. Jean - Relater codes with Adam
- b. A lot of the work we did last year can carry over to this year, as we didn't get many programs accepted for OLA/WLA
 - I. Shelf-ready
 - II. RDA toolkit
 - III. Authority control
- c. Additional ideas can be emailed or discussed at the in-person meeting

Zoom remote attendance:

OLA vmeeting is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/613059220>

One tap mobile

+16465588656,,613059220# US (New York)

+17207072699,,613059220# US

Dial by your location

+1 646 558 8656 US (New York)

+1 720 707 2699 US

Meeting ID: 613 059 220

Find your local number: <https://zoom.us/u/ab1gGMnXh8>