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| [http://www.olaweb.org/assets/site/ola-logo.jpg](http://www.olaweb.org/) | **Technical Services Round Table**  **Business Meeting**  April 26, 2024 7:30am – 8:30 pm  Oregon Library Association Conference  *Room Santiam 6*  200 Commercial St SE  Salem, OR 97301  [Salem Convention Center](https://www.salemconventioncenter.org/?utm_source=google&utm_medium=gmb&utm_campaign=gmb) |

In attendance: (in-person) Emily O’Neal (Deschutes Public Library), Heather Pitts (Oregon State Library), Michael Grutchfield (Portland Public Schools), Sarah Samuels (Hood River County Library), Kristynn Johnson (Eugene Public Library)

**7:30 -7:40 Introductions Everyone**

1. Volunteer notetaker in Secretary absence - Kristynn
2. Introductions – Greetings Everyone and Thank you for coming this morning!
3. Mention about how the ODLC Committee Meeting conflicts with this business meeting each year at OLA, so we may think about discussing this with ODLC leadership jointly
4. Desire to have more Support Staff involvement, so think about discussion with SSD leadership jointly
5. Offer information about TSRT Roundtable, Steering Committee, Listserve, history and goals

**7:40-7:50 TSRT Officers Everyone**

1. FY 24/25 Chair: open recruitment: Emily will be stepping down; All offer many thanks for her contributions and commitment. Reminder that if we do not get an incoming Chair, then TSRT will go dormant as a OLA Round Table.
2. Secretary – Damon remains 24/25
3. Explanation more about what being Chair means:
4. Because TSRT is a Roundtable and not a Committee or Division it is a more relaxed atmosphere for being an Officer. The requirements of the Roundtable are fairly informal and so the requirements of the Chair fairly relaxed as well. [OLA Round Table By-Laws](https://www.olaweb.org/policies-10).
5. Each Roundtable should have a Chair and Vice Chair. The Chairs are selected annually-. The term is one year. The Chair typically has at least one meeting annually and can hold other meetings throughout the year.
6. The incoming chair attends the Annual Oregon Library Association Board Retreat. The retreat is meant to orient all incoming Chairs about what it means to lead the group they are chairing. Topics include budgeting, using Memberclicks (software), and the group email distribution lists, also an introduction to the structure and leadership of Oregon Library Association at the OLA Board level.
7. Typically, the outgoing Chair orients the new Chair to TSRT at our annual meeting typically in August is co-chaired by both the outgoing and incoming Chair.
8. In August the in-coming chair and the out-going chair will lead a discussion about the TSRT goals, initiatives, and conference offerings ideas for the 24/25 year. Typically the TSRT Chair will offer an initiative to champion. For example, for 23/24 the Chair had goals: Emily put forward an initiative around getting the word out that TSRT encompasses all aspects of Technical Services and welcomes engaging all Technical Services staff. Damon, and other folks remind us of the acquisitions focus area of TS facilitating sustainable purchasing and vendor selection as well as following organizational and legal policy, including around DEIA in contracts and other purchasing; Collection development is deeply embedded in TS work as well as Physical processing; Cataloging; Systems; ILL responsibilities; and all the many facets of Technical Services. To help move forward with this broader focus, this year Emily initiated the TSRT website resources page renovation and a sub-group was formed with Emily, Robert, Heather, Mary G. and Kristynn. Also, helping broaden the viewpoint, the conference sessions from TSRT for the 2024 Conference were co-sponsoring the *Library Policy: Best Practices for Library Policies* session along with the IF Committee with Emily on the panel and the *Alternative Subject Heading Vocabularies - Progress, not Perfection* session with Heather Pitts and Robert Kohl leading.
9. We often get great ideas at the TSRT Steering Committee meetings, but presenters are rare. Maybe an incoming Chair may be interested in an initiative for how we could work on getting more presenters from our steering committee or general TSRT membership.

**7:50-7:55 TSRT Scholarship Review Everyone**

1. 2023/24 scholarship recap

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1. TSRT is still well funded. This funding comes mainly from membership dues and pre-conference attendance, so we use these funds for maintenance and outreach.
2. TSRT offers a scholarship for current members towards the cost of attending the OLA annual conference. Funds may be used to help offset the cost of registration or other conference-related expenses. Awardees must be members of OLA and TSRT and commit to being on the following year’s steering committee.
3. TSRT will start the process by organizing the TSRT Scholarship committee earlier than we did last season and by announcing to the TSRT Listserve and the Libs-OR list serve earlier than we did last year.
4. OLA Executive Board wants to have a space on their site for all OLA scholarships and they want a link to our form to apply for the TSRT scholarship. We do not currently have a link to give them because we do not have a separate forms page. Idea put forth that we could make a Google form to give the OLA Board a link for their scholarship page.
5. Idea that having a list of past winners, and a bit about their accomplishments, easily visible for applicants and other interested parties would be welcoming to site visitors.

**7:55-8:20 Future TSRT Activities All**

1. Conference Activities:
2. 2024 TSRT sessions: *Library Policy: Best Practices for Library Policies* session along with the IF Committee with Emily on the panel and the *Alternative Subject Heading Vocabularies - Progress, not Perfection* session with Heather Pitts and Robert Kohl leading.
3. 2024 TSRT. Emily put out on Libs-OR that we were willing to co- sponsor sessions by presenters outside of TSRT on related topics but had no takers. One idea is to find enticing ways to explain the advantages of having TSRT sponsor a session. Wondering if presenters understand the benefits of sponsorship and if we would have more takers if we explained it every year. Intent to offer sponsorship and co-sponsorship in the future.
4. 2024 Debrief of OLA sessions from TSRT members
   * + - Both sessions went very well. The audience was very engaged.
       - *Alternative Subject Heading Vocabularies - Progress, not Perfection* Robert explained Spanish subject heading application and resources while Heather focused more on Homosaurus headings. Robert mentioned that Homosaurus is in the process of translating their headings into Spanish
       - *Library Policy: Best Practices for Library Policies* Emily presented for IF and TSRT Library Policies (broadly) introducing process and procedure for Policy, identifying where your control exists, and where can you adjust models. Very well attended. Reinforced idea that TS is a partner in IF.
       - The business meeting group discussed TS practices and how silent censoring through TS or PS can happen. Choice of Dewey number, not selecting certain titles, etc.
5. Future Conference Ideas:

* OLA Board Program Planning Meeting: traditionally the Chair of TSRT goes to the OLA Board Program Planning Meeting but the Chair can assign a proxy to go. There is the responsibility of the Chair or TSRT Representative to advocate for TSRT at this meeting, to demonstrate the importance of TSRT and TS library work. They will offer the future conference ideas formulated at the TSRT annual meeting.
* There was great interest in sessions about Graphic Novels and classifying and cataloging and the cross over with collection development. This might be a good session to bring a panel in.
* Following up with the subject heading session as Homosaurus Spanish translation and other DEIA+ focused thesauri develop.
* Acquisitions based session could be offered as discussed at the Annual Meeting in August 2023, something from the Acquisitions Institute at Timberline Lodge conference.

1. TSRT website – Resources Update
   1. Reported for the current TSRT resources page, Heather continues to populate the new TSRT resources page with the links and descriptions from the sub-group and sends out iterations (to Emily, Robert, Mary G., and Kristynn) for additional ideas.
   2. Discussed how TSRT was heavily involved in the collection development and cataloging resources on the [Libros for Oregon website](https://www.librosfororegon.org/) for libraries when bringing back materials from the Guadalajara event. Maybe an initiative could be refreshing those resources? TSRT could reach out to REFORMA and Libros for Oregon.
   3. Committed to continuing to foster outreach about the reality that Technical Services is more than cataloging and acquisitions, there is a wide array of what Technical Services “is” and what we do. For example, when thinking of collection development, we want library staff to think of TS staff as a critical partner in developing collections. Other ideas about highlighting all aspects of Technical Services staff and work.
2. Summer Fall Meeting – Schedule
3. OLA Board Leadership Retreat – TBA, TSRT outgoing Chair and TSRT incoming Chair will attend (or their proxies)
4. TSRT Steering Committee meeting – will be set by incoming Chair, often after the OLA Board Leadership Retreat

**8:30-8:30 Task review and wrap-up Everyone**

1. **Action:** Emily will put the word out that TSRT is looking for an incoming Chair
2. **Action:** Emily will contact Lillian to see if she is willing to host TSRT at Newport for our annual meeting.
3. **Action:** Emily will find out when the OLA Board meeting is happening so that she can attend or assign a proxy to go with the TSRT incoming Chair to accompany them to the event.
4. **Action:** Heather will continue to populate the new TSRT resources page and send out iterations to the sub-group for additional ideas.
5. **Recognizing Lori Robare**. Congratulations to Lori Robare on her retirement. Lori has been on the Technical Services Round Table for more than 20 years. She was a mentor to us when many of us joined and was a willing mentor to all interested, and not just in her specialty of cataloging, but in anything Technical Services related. Emily and Kristynn remember well that should they call; Lori ALWAYS gave of her time to assist with any TS topic. Lori was the quintessential masterful and elegant cataloger, presenter, professor, and group member. She brings in amazing talent for the OLA pre-conferences including Adam Schiff and Terry Reese. Lori is incredible all the way around. She is retiring as of April 30 from her Monographic Team Leader / Professor / Career Faculty position at the University of Oregon and couldn’t make it to this year’s Oregon Library Association Conference. We wish Lori the very best and we will miss her direly. Off she goes to more relaxing things!