* **ABLL Board Meeting Minutes**
* January 11, 2017
* Brown Rudnick, Conference Room 18E
* 12pm-1pm
* **Phone:** Jen Meger, Sarah Bennett, Carolyn Keery
* **Brown Rudnick:** Helen Vlachos, Bob DeFabrizio, Joe Dineen, Suzanne Reed Kidder, Christine Spindler, Kirsten Leary, Kara Mack, & Chris Laut
* **Minutes from the meeting on November 16, 2016 were approved**
* **Officer Updates**
* President
	+ Mass Lawyers Weekly would like articles that are by ABLL members and focused on topics for practicing lawyers
	+ Bob DeFabrizio will solicit members to serve on the nomination committee
	+ Library Management Forum
		- This will be a new series of meetings for firm library managers to discuss topics of interest to them
			* It will most likely work as a brown bag series that is not part of the educational meetings and is more casual. Jen will create an email list for people who specifically want to be on it
* Vice-President/President-Elect
	+ LLNE/ABLL Joint Meeting
		- LLNE has moved the meeting to be in June so it cannot be counted for one of this year’s educational meetings

Treasurer

* + Financial Update – we are on a good track.
* Secretary
	+ Update on the archive:
		- A finding aid for the ABLL archive was handed out to all Board members and will be added to the archive
		- Proposed to discard the following:
			* Copies of checks for donations to ABLL, payments made for ABLL events, and payments for membership
			* Publications that had more than one copy in the archive (maintain one copy)
			* Membership forms for years that already had membership rosters/directories
			* The proposal was approved and these items will be discarded.
		- We are running out of room in the current filing cabinet where the archive is housed. Kirsten will look into how much it will cost to get another one delivered.

**Committee Updates**

* + Education
		- January 26th Brown Bag about Automated Password Managers/Library Management Systems
			* Andrea Rasmussen offered to facilitate & host the discussion
		- Working on a program with a Harvard Business Review consultant to come speak on the evolving law firm libraries based on a 2016 survey that they did
			* HBR has offered to pay for her travel costs
			* If this does not work out, Bob DeFabrizio has offered to present.
	+ Membership
		- New members: 1 Simmons student with the reduced membership offer; 2 vendor memberships
	+ Sponsorship & Events
		- Looking at places for business meeting in May
		- Thirsty Thursdays - February & April & maybe one in June after LLNE spring meeting
	+ Technology
		- Cleaning up inactive members from the website/listserv
* **Other Matters**
* Website
	+ The Board approved the removal of the Member Organization List from the abll.org homepage
	+ In order to keep the information on the website current:
		- Helen will send out an email reminder to all members to update their own profiles.
		- Kara will add a check box to the membership renewal forms for next year that will ask people if their information has changed from last year. If so, we will ask them to update it.
	+ Joe and Jen are working on allowing members to renew their memberships through the website.