

minutes

Chinese and American Forum for Legal Information and Law Libraries		
December 6, 2021	3 PM EST	Zoom
Meeting called by	Alex Zhang	
Type of meeting	Board Meeting	
Facilitator	Alex Zhang	
Attendees	Alex Zhand, Co-Chair Billie Jo Kaufman, Co-Chair, Treasurer Femi Cadmus Faye Jones, Chair, Program Committee Vicki Szymczak Linda Wen	
Agenda Item: Approve Executive Coordinator Position		
Speakers	Discussion	
Alex Zhang	Unanimous decision to approve a new Board position to be held by Frank Liu. The position is Executive Coordinator. The description of the Executive Coordinator is set forth as: <ul style="list-style-type: none">• Advise the Board on the overall strategy and direction of the organization.• Assist the Board in outreach, marketing, fundraising, and conference planning efforts.• Maintain the board and the advisory board list internally (with addresses) and externally (on the website).	
Action Items	Person Responsible	Notes
Advise Frank Liu of the Board's support.	Alex Zhang	
Agenda Item: Webinar Conference Alternative		
Speakers	Discussion	
Faye Jones, Facilitator	Jones presented the Committee's recommendation to consider programming surrounding the following themes for the webinar series: Future of the Legal Information Profession: Identity and Value Theme 1 - core part of legal education: https://www.aals.org/current-issues-in-legal-education/ <ol style="list-style-type: none">1. Instruction2. Research3. Service Theme 2 - core role in open access and legal information post-covid	

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	<ol style="list-style-type: none"> 1. Digital Preservation and Initiatives 2. Open access 3. Fighting misinformation <p>Theme 3 - substantive legal topics</p> <ol style="list-style-type: none"> 1. IP and globalization 2. Smart Court and Technology 3. Legal Translation and Access to Justice 4. Technology, Privacy and Human Rights during the pandemic 	
Discussion of the whole	<p>The Board discussed timing of the webinar series and all agreed that January or February were not realistic. There was consensus that the webinar series take place in May 2022. Additional concerns were expressed regarding the duration of the webinar. There was consensus that the webinar take place over a period of days rather than all on one or two days.</p> <p>The Board discussed the possibilities of programming around the recommended themes and thanked the Programming Committee for its hard work. Themes were enthusiastically endorsed and there was a lively discussion about specific topics within the themes. Board suggested that a call for speakers be distributed as soon as possible.</p>	
Action Items	Person Responsible	Notes
Send out a call for speakers for the webinar series.	Chair Jones	
Agenda Item 3: General Housekeeping		
Speakers	Discussion	
Alex Zhang	Zhang brought up the need for a Secretary. Vicki Szymczak volunteered. The Board thanks Szymczak for her service.	
	With a unanimous election, Linda Wen will be appointed Treasurer beginning in January 2022 and succeed Billie Jo Kaufman in that position. The Board thanks Kaufman and Wen for their service.	