

Patent and Trademark Resource Center Association Business Meeting Minutes

Thursday, March 24, 2016

11:30 a.m. – Noon
U.S. Patent & Trademark Office
Madison Auditorium, Alexandria, VA

Board panelists: Karen Kitchens, President (Wyoming State Library – Cheyenne, WY); Jim Miller, Treasurer (University of Maryland – College Park, MD); David Zwicky, Vice-President (Purdue University – West Lafayette, IN); John Schlipp, Secretary (Northern Kentucky University – Highland Heights, KY); and Spruce Fraser, Past President (St. Louis Public Library – St. Louis, MO).

- Karen Kitchens opened meeting at 11:30AM. Approval of Minutes from 2015 Business Meeting – No comments from members present. Jim Miller moved to approve. Dave Morrison seconded.

- President's Report - Karen Kitchens

Karen thanked Martin Wallace for his work, as well as David Zwicky for stepping in with Martin's need to step down due to library employment transition to a non-PTRC library. Karen also thanked Spruce Fraser, John Schlipp, Jim Miller and all the Association Committee Chairpersons. Mentioned Executive Board resolutions including Russ Allen were given lifetime membership and retirement of Hal Mendelssohn.

- Treasurer's Report - Jim Miller

\$4,578.33 conference start

\$865 rcvd during conference

Currently \$5,443.33 total

Yet to pay: seminar reception and refreshments – approx. \$2,900

Other expenses ALA Mid-Winter Martin presentation & new assoc. pins cost., \$1,500 expenses.

About \$1,000 remaining after all expenses.

33 renewals for next year (plus three life members), with about 43 members total.

- John Schlipp was asked about a Secretary's Report and conveyed that there was none to present.

- Comments/Questions from members present:

Andy Wohrley (Auburn University Libraries – Auburn, AL) Asked with \$1,000 funding remaining, are member dues increases possible? Jim replied – no plans for increase yet. Jim verified that we had 33 paid members onsite for a quorum and we then proceeded with reading proposed Bylaw Amendments.

Marian Armour-Gemmen (West Virginia University – Morgantown, WV) asked that each amendment be read aloud before taking a vote on each. So each of the proposed sections were read to keep the meeting on track.

Committee Reports:

- **Bylaws Committee (Standing)** - Martin Wallace (Guest: University of Texas Arlington – Arlington, TX) – Bylaws Amendments for voting. Martin read from Bylaws Amendments document:

I. Website Updates

Article VIII Committees

Proposed – Add Section 4

“Each committee chair, or a designee of the committee chair, is responsible for adding or updating relevant content on the Association’s website.”

II. Officers, Representatives, Members and Committees

Article II Membership

Section 2

Current: “A regular member shall have the right to hold any Association elective office or appointive position.”

Proposed: “A regular member shall have the right to hold any Association elective office or appointive position and may voluntarily seek appointment to one or more committees.”

Article V Officers

Section 1

Current: “The President shall be a member without a vote of all committees of the Association except the Election Committee.”

Proposed: “The President shall be an ex officio and non-voting member of all committees of the Association, with the exception of the Election Committee, of which the President may not be a member, and the Conferences Committee, of which the President is a voting member and the chairperson.”

Current: “The President shall serve as the chair of the Conferences Committee.”

Proposed: This sentence should be removed as it is included in the above amendment.

Proposed – Add Section 6: Immediate Past-President

“The Immediate Past-President shall serve as the ex-officio chair of the Program Committee.”

Article VII Divisions

Section 3

Current: “Each Divisional Representative shall serve on one or more committees, as appointed by the President.”

Proposed: “Each Divisional Representative shall serve on the Membership and Mentoring Committee, and shall serve on one or more other committees, as appointed by the President.”

Current: "Divisional Representatives and other regular members may also voluntarily seek appointment to one or more committees."

Proposed: "Divisional Representatives may also voluntarily seek appointment to one or more committees."

Article VIII Committees

Section 1

Proposed adding: "The term for committee membership is one year; membership may be renewed voluntarily or by appointment for additional one-year terms. The terms of office and the fiscal year of the Association shall begin April 1 of each year that no Training Seminar is held or on the day of adjournment of the PTRC/USPTO Training Seminar if such a Training Seminar is held in that year."

Section 3

Current: "Standing committees shall be Bylaws, Conferences, Election, Membership and Mentoring and Publications."

Proposed: "Standing committees shall be Bylaws, Conferences, Database, Election, Membership and Mentoring, Programs, and Publications."

III. Records Retention

Article V Officers

Proposed – Add Section 6: Immediate Past-President

"After each Annual Business Meeting, the immediate Past-President of the Association is responsible for submitting the previous year's business correspondence, receipts, Bylaw revisions, election results, membership records, newsletter/journal copies, and awards or certificate of appreciation of the Executive Council to the Publications Committee for inclusion in the Association's archive.

Article XII

Proposed Insertion: Retention Policy

The Association Records Retention Policy was approved by the PTRCA Executive Council during the 2015 Executive Council Meeting and announced to the membership during the 2015 Annual Business Meeting. This amendment is to add the approved policy, as currently written, to the Association's Bylaws. Once the policy is added to the Bylaws, it will be subject to future revisions just like any other Bylaws, but the language of the current policy is not up for debate during this session. The policy is included below in Appendix 1.

Proposed: Renumber the current Article XII and XIII and to Article XIII and XIV.

All Sections Proposed were passed unanimously.

- Conference Committee (Standing) – Karen Kitchens had nothing to report
- Election Committee (Standing) - Leena Lalwani – Thanked all who volunteered for candidates. She then read the new positions elected below:

Position	Candidate Name	City, state
Past President	Spruce Fraser	St. Louis, MO

President	Julie Mason	Riverside, CA
President elect/VP	Lisha Li	Atlanta, GA
Treasurer	Jim Miller	College Park, MD
Secretary	John Schlipp	Highland Heights, KY
Representative - Academic Division	Siu Min Yu	Houston, TX
Representative - Public Division	Mary Kordyban	Detroit, MI

- Membership and Mentoring Committee (Standing) - David Zwicky reported 16 new attendees at this year's conference. Mentors were assigned for each.
- Publications Committee - Ran Raider, Chair (not present); Karen reported that the committee would be researching on the viability of subscribing to a DOI (CrossRef) account and to do a cost/benefit analysis.
- Database Committee (Ad Hoc) – Jim Miller
Not much to report on the PTRCA databases at this time, but needs updated. Jim has been working with Russ Allen (honorary member lives near Chicago)—plant patent database meta data project with University of Maryland. Trademark (unindexed) database content project too. Jim read email reply from Russ for honor received from Association for Lifetime Membership:

OMG!
Whereas my head hadn't returned to normal size since being asked to speak in 2013;
Whereas I've nearly just fallen out of my chair yet again;
Whereas being blown away barely begins to describe my current state of mind;
Be it resolved that I will try to attend upcoming PTRCA days and would be delighted to serve on a committee!
Thank you all, Russ
- Pin Committee (Ad Hoc) – Dave Morrison – Everyone attending conference should get an Association decorative pin. Current members not present will also receive a pin. Martha Crockett Sneed previously suggested to locate all past Association pins for a display. Dave will follow-up with that for later.

- Program and Outreach Committee (Ad Hoc) – Jan Comfort, Chair (not present); Karen reported that Jan had nothing to report, except her regrets on not being able to attend.

Reports of Division Representatives:

- Academic – Lisha Li – informed members that survey results would be offered at Round Table later in the afternoon from a power point presentation entitled, "Preliminary Survey Results for Intellectual Property (IP) Services at PTRCs (Academic Libraries)," by Lisha Li, Suzanne Reinman, Martin Wallace, March 2016.
- Public – Noting to report—not present.

Announcements:

- Karen presented a call for service on PTRCA Committees. She suggested emailing new President-Elect Julie Mason to sign-up for a committee; great opportunity for Association members to participate. Martin reminded us that committees should be established today. Sign-up sheets were created for enrollment by those onsite in the afternoon.

ALA Affiliate Report:

- Martin Wallace, presenter at ALA 2016 Midwinter Meeting where he covered the Patent Searching 7-step process. Jim assisted Martin. The room cost was too high for return-on-investment; only 12 people attended. Room cost \$800 / \$500 for equipment. Discussion about this challenge ensued.

John Schlipp then commented about how he and Linda Kocis presented at the ALA BRASS (Business Reference & Services Section) Pre-Conference in July 2015 at San Francisco. This opportunity to present was discovered from a colleague announcement on the PTRCA listserv. Linda and John presented on behalf of the PTRCA with approximately 40 business librarian attendees. Presentation topics included PTRCA background and patent searching. The ALA BRASS affiliate handled the exhibition costs and event promotion. This type of outreach might be more cost effective for our future PTRCA promotional efforts.

Unfinished Business:

- Barbara Hampton discussed Patent Models Collection – Hagley Museum – Greenville, Delaware. Possible field-trip for future attendees at our PTRCP Seminar.

- Ran Raider was not present and reported he will work further on Esther Crawford award.
Note: This was voted on during Ran's presidency and approved. The executive board was supposed to send out a request for nominations last year. Someone brought up adding it to the by-laws during this year's business meeting. At the time it was voted on by the membership it was not going to be included into the by-laws. This is really not a by-laws area. No money, just recognition for service to the association. A plaque was suggested. Also, the name of winner would be added to the web site. (Per email from Ran to John Schlipp on April 2016.)

New Business:

None to report from floor. Karen wrapped up the meeting by reminding members to sign up for committees.

Karen thanked all for their support and David moved to adjourn, Spruce seconded.

Adjourned 12:04PM

Respectively submitted,
John Schlipp, PTRCA Secretary