

**NDLA Technical Services Roundtable (#14)
Annual Report, September 11, 2007
Rachel White, Chair**

September-December 2006

Received and reviewed the NDLA Technical Services Roundtable Blue Binder from outgoing Chair Laurie McHenry.

Submitted the Technical Services budget request for 2007 on October 19, 2006.

January-March 2007

Followed legislative developments of the 2007 session, and compiled list of possible Chair-Elect and Secretary candidates for the Roundtable.

April-June 2007

Updated roundtable policy handbook and submitted to membership for comment and review. Submitted updated handbook to Constitution, Policy and Bylaws Committee.

Secured candidates for Chair-Elect and Secretary of the Roundtable and submitted names to the Nominations and Elections Chair. Michele Azar from the NDSU Library agreed to run for Chair-Elect. Elizabeth Jacobs from the North Dakota State Library and Kathryn Grosz-Gilstrap from the NDSU Library agreed to run for Secretary.

Polled membership for programming ideas for annual conference. Presentations from MINITEX on “When Full Level Records Are Too Much” and ODIN staff on Aleph reporting function are expected to be forthcoming.

July-September 2007

Changes to Technical Services Roundtable Policy Handbook were approved by the NDLA Executive Board.

Confirmed presentations at NDLA of “When Full Level Records are Too Much” by Mark Wilhelmi of MINITEX and “Aleph Reports for Beginners” by Linda Allbee and Lynn Wolf of ODIN.

Roundtable elections saw Michele Azar voted in as Chair-Elect, and Elizabeth Jacobs as Secretary.

Prepared meeting agenda for conference business meeting of the Technical Services Roundtable.