Officers Present: Sarah Ethier (Chair), Erica Nutzman (Chair Elect), Rebecca Ganzel (Past Chair), Naomi Skulan (Secretary)

1. Welcome and Opening of Meeting: Sarah Ethier called the meeting to order.

2. Introduction of Officers: Members of the Executive Committee introduced themselves.

3. Approval of 2017 Meeting Minutes: Emily Kittelson moved to approve last year’s meeting minutes. Becky Lashinski seconded; the motion carried.

4. Election: A call was made for a volunteer to serve as election judge. Cheryl Hill volunteered to serve. Sarah Ethier read the candidate statements, and copy of the statements were distributed to members present. Ballots were then distributed to members present and collected by Cheryl to be counted.

5. Sharing Session: Members present at the meeting took turns sharing briefly on projects in process at their libraries, or topics of interest to them currently. Examples of topics discussed includes: using the Kaizen process to create efficiencies in workflows, relabeling projects, clean-up projects, initiatives to bring awareness to the work being done by Technical Services staff, OCLC reclamation issues, cataloging kits, EBooks Minnesota, cuts to Technical Services departments, and an update on the status of the subject heading ‘Illegal Aliens’ in the Library of Congress subject headings.

6. Election Results: The ballots were counted and Christie Schultz was elected as the Chair Elect of the Technical Services Section.

7. Closing: Sarah Ethier adjourned the meeting.

Respectfully submitted,
Naomi Skulan, Secretary