

A regional affiliate of ALCTS

# ANNOUNCING POTOMAC TECHNICAL PROCESSING LIBRARIANS 91st ANNUAL MEETING

October 23, 2015
9:00 a.m. – 3:00 p.m.
Montpelier Room, Sixth Floor
James Madison Memorial Building
Library of Congress
Washington, D.C.

## **Exploring Linked Data**

## Speakers

## Quia Faciendum Est: Because It Must Be Done Dorothea Salo

Keynote Speaker
Faculty Associate
School of Library and Information Studies
University of Wisconsin, Madison

## Jackie Shieh

Resource Description Coordinator George Washington University Libraries

## Nancy Fallgren

Metadata Librarian
United States National Library of Medicine

### Linda Wen

Associate Law Librarian
Washington College of Law at American University

For registration and other conference information, visit the PTPL website: http://potomactechlibrarians.org/events

## PTPL 91st Annual Meeting Schedule

09:00 - 09:55	Registration and Continental Breakfast
09:55 - 10:00	Welcome and Speaker Introduction - Mark Winek, PTPL Chair
10:00 - 11:00	Keynote Presentation - Dorothea Salo
11:00 - 11:15	Break
11:15 - 12:15	Jackie Shieh and Nancy Fallgren (including 15 min. Q&A)
12:15 - 01:15	Lunch
01:15 - 01:45	Business Meeting
01:45 - 02:45	Linda Wen (including 15 min. Q&A)
02:45 - 03:00	Historical Moment, Passing the Gavel, Closing
03:30	Optional Library of Congress Tour

Registration fee includes PTPL membership, conference, continental breakfast, and lunch.

## Optional Library of Congress Tour

When registering for the conference, sign up for an optional walking tour of the historic Thomas Jefferson building of the Library of Congress. The one hour tour provides information about the architecture of the building and the history of the Library of Congress, America's oldest cultural institution. Tour is limited to 20 individuals.

## Parking and Transportation

Note that Madison Building opens to the public at 8:30 am and everyone who enters the building must go through security.

http://www.loc.gov/visit/directions/

## By Metro

- Closest Metro stop: Capitol South (Orange/Blue Lines) Exit station using main exit, walk
  approximately one block north on First Street SE. After you cross C Street, you will see the
  back door of the Madison Building on your right. Go up the stairs or the ramp to proceed
  through security and enter the building. Take the first set of elevators on your left to the
  Sixth Floor. When you arrive on the Sixth Floor, turn right and you will see the Montpelier
  Room behind the elevators.
- Alternative Stop: Union Station (Red Line) .5 miles. Walk about 5 blocks on First Street toward the Capitol. When you cross Independence Ave., S.E., turn left. The Madison Building will be the large building on your right. Proceed to the front entrance to go through security and take the elevator to the Sixth Floor.

## By Car

Visit MapQuest for turn-by-turn directions.

## James Madison Memorial Building

101 Independence Avenue, SE Washington, DC 20540

## **Parking Options**

- Limited two-hour zone and metered parking on streets
- Public parking lots (closest is located at Union Station)

## From Area Airports

## Ronald Reagan National Airport (DCA) - 4.4 miles, closest to the Library

- Shuttle service or taxi
- Subway (Metro) blue line

## Dulles International Airport (IAD) - 31.2 miles

Shuttle service or taxi

## Baltimore-Washington International Thurgood Marshall Airport (BWI) - 32.4 miles

- Shuttle service or taxi
- Amtrak train to Union Station
- Maryland Commuter Rail (MARC) to Union Station

## By Train

- <u>Amtrak</u> to Union Station
- Maryland Commuter Rail (MARC) to Union Station Virginia Railway Express (VRE) to Union Station
- <u>Virginia Railway Express</u> (VRE) to Union Station

### Security

Be prepared to pass through airport-like security as you enter the Library and to present all packages, purses, backpacks, etc., for inspection as you exit.

## Name Tags

Pre-printed name tags are available at the entrance to the conference area. Please let us know if there are any errors with your name tag. We ask that you return your name tag to us as you leave the meeting so that the plastic holders might be recycled.

## PTPL Advisory Board Slate of Candidates for 2015/2016 Term

## **Executive Committee**

Chair-Elect Karl Debus-López Library of Congress <u>Secretary</u> Michele Polchow George Mason University

## Regional Representatives

Washington D.C.
Mimi Games
American University
Washington College of Law

Virginia
Amy O'Connor
University of Richmond

Maryland
Margaret (Maggie) Dull
University of Baltimore

Sarah Espinosa Loyola/Notre Dame Library

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## **Current PTPL Advisory Board**

#### **Executive Committee**

Chair Mark Winek Georgetown University

Chair-Elect
Tiffany Wilson
University of Maryland,
Baltimore County

Past-Chair Linda Geisler Library of Congress

Secretary (2013-2015)
Sue Neilson
American University (Emerita)

Treasurer (2014-2016)
Linda Wirth

## Regional Representatives

Washington D.C.
Mimi Games (2014-2016)
American University
Washington College of Law

Chris Zammarelli (2015-2017) U.S. Department of State Virginia
Amy O'Connor (2013-2015)
University of Richmond

Jing Zhong (2014-2016)
George Washington University

<u>Maryland</u> Lynda Aldana (2014-2016) University of Maryland, Baltimore County

Vacant

## Speaker Biographies

#### Dorothea Salo

Dorothea Salo is a Faculty Associate in the School of Library and Information Studies at the University of Wisconsin at Madison, where she teaches organization of information, database design, XML and linked data, and other coursework. In 2009 *Library Journal* named her a Mover and Shaker for her open-access advocacy. She has written and presented internationally on linked data, data curation, scholarly publishing, copyright, and institutional repositories. She holds an MA in Library and Information Studies and another in Spanish from UW-Madison.

#### Jackie Shieh

Jackie Shieh is the Resource Description Coordinator for George Washington University Libraries. She previously worked as the Original Cataloger for Electronic Resources for University of Virginia Library, focusing on creating TEI headers for the digital collections and MARC records for Web Resources. Before coming to GW, she was the Team Leader for Special Collections and Projects; she oversaw various cataloging projects for both print and nonprint collections at the University of Michigan Library. She holds an MSLS from Catholic University of America and an MA from the University of Virginia.

## Nancy Fallgren

Nancy Fallgren is the Metadata Librarian in the Cataloging and Metadata Management Section of the National Library of Medicine and a member of NLM's Linked Data Infrastructure Working Group. Her interest in linked data began with the BIBFRAME Initiative, in which she has been involved since October 2012, first as NLM's representative to the Library of Congress' Early Experimenters Group and subsequently as the leader of NLM's internal BIBFRAME experimentation group. Nancy has worked in public, academic, and national libraries and has a range of experience in cataloging, archives and special collections, electronic resources, and public access. She served as a consultant to the Library of Congress Working Group on the Future of Bibliographic Control. Nancy received her MLS from the University of Maryland and holds a Master's in Medieval History from the University of Notre Dame.

## Linda Wen

Linda Wen joined the library as Head of Collections and Bibliographic Services in August 2014. She worked previously as Head of IT at Ottenheimer Library at University of Arkansas at Little Rock. Ms. Wen received her MLIS in May 2001 from the University of South Carolina. She has over twelve years of library technology experience managing projects and workflows for academic libraries. Linda has been doing research on e-resources metadata, technical services workflows, and integrated library systems and emerging software applications.

## Scholarship Recipients

## Lisa Hilleary

Lisa Hilleary works as a Technical Services Professional at Williamsburg Regional Library in Williamsburg, Virginia. She is currently pursuing an MLIS degree at the University of South Carolina, with a focus on Technical Services. When not immersed in all things library related, she teaches history at a local community college. During any spare time that is left over, Lisa also enjoys reading, traveling, and collecting historical war propaganda posters.

## Abbey Walker

Abbey Walker is originally from Maine. She received her BS in Business Administration from Husson University. Abbey's career experience before her job at Germanna Community College has been in banking and finance (about 10 years). She just started her final quarter for her Masters in Library and Information Science last month and will graduate December 5<sup>th</sup> with her MSLIS and a graduate certificate in Healthcare Informatics.

Abbey feels her experience at Germanna has enabled her to learn the library and apply this knowledge to her studies and vice-versa. It's been a wonderful experience and she is very thankful for it.

## Career Achievement Award

## Janice Flug

Janice began her 40+ years' library career as an undergraduate work-study student assistant at Hamline University Library in Minnesota. After graduation she was hired as an acquisitions staff member at American University Library, beginning her 36-year relationship with AU. Once she obtained her MLS from University of Maryland, she was appointed a reference librarian. Before she retired in December 2008, Janice had served in almost all areas that comprise technical services and on related committees and teams, including various administrative positions: assistant to the University Librarian, administrative services, personnel, acquisitions, and finally Acting Assistant University Librarian for Collection Services.

After retirement, Janice's plan was to use her broad experience to do some consulting, so she accepted an Electronic Resources Licensing Consultant position at the University of Maryland, College Park. That morphed into a three-year appointment as Interim Head of Metadata Services. After 5 ½ years at UMD, Janice completed her appointment as Technical Services Consultant working on licensing (once again) and the collection realignment project, she was ready for shorter-term consulting projects. Her latest consultancy, just recently concluded, was working with a former AU colleague on a project for the Idaho Commission for Libraries.

In addition to the MLS, Janice holds a MPA degree from American University. She continues to be active in the American Library Association, in particular the Library Leadership and Management Association (LLAMA), and in the American Society for Public Administration (ASPA) where she served on and chaired various committees in both organizations. She currently serves on the LLAMA Career Institute Planning Committee, ALA Jury Committee, and ASPA Finance Committee. Janice is an active mentor in the LLAMA mentoring program. Each year she works with a younger library administrator, at present a librarian at the National Library of Australia.

Janice has given presentations for LLAMA, ASPA, and the Federal Library Technicians Institute. In 1993 she gave a presentation entitled, "Budgeting for the Nineties," for PTPL's 69<sup>th</sup> annual meeting. Janice is also the author of several articles and chapters for library- and public administration-related publications.

## <u>Advisory Board Candidates</u> Executive Committee

## Karl Debus-López

Karl Debus-López is Chief of the U.S. Programs, Law, and Literature Division at the Library of Congress (LC). In his position he has managerial responsibility for the Cataloging in Publication, ISSN, Dewey, and Children's and Young Adults' Cataloging programs and is responsible for the cataloging of materials received from the Copyright Office and CIP Program in the subject areas of literature and law. Prior to working at LC, Mr. Debus-López was Chief Collection Development Officer at the National Agricultural Library. He has also worked in technical service and collection development positions at Georgetown University, the University of Wisconsin-Madison, the Executive Office of the President Library, and the National Library of Medicine. Mr. Debus-López has a B.A. in History and Government from Cornell University, a Master's in Regional Planning from Cornell University, and a Master's in Library Science from the University of Maryland. He has been active on numerous ALA committees and was chair of the ALCTS Acquisitions Section from July 2005 through June 2006 and president of the Federal and Armed Forces Libraries Roundtable from 2010-2011. He is the current chair of the ISSN Governing Board.

#### Michele Polchow

Michelle Polchow is the new Electronic Resources Librarian at George Mason University, but began work in Collection Development starting in 2013. Prior to this, she served as Digital Content Services Librarian at U.S. News & World Report. In 2011, Catholic University's School of Library and Information Science awarded her Graduate of the Year Award. During her presidency of the campus chapter of Special Libraries Association, the organization was recognized by a national jury for Creative Use of Electronic Resources Award. With a certification in web design management, major assignments include mobile responsive web design, usability, accessibility, systems conversions and branding libraries for Mason. Internships with Smithsonian Global Sound and The Textile Museum were invaluable web development opportunities that ignited the path to a Library Science degree. In a former life, Michelle worked for the National Conference of State Legislatures as a nationally published researcher, and gained extensive project management experience as national meeting coordinator and international legislative exchange coordinator. Current interests include creative marketing initiatives, strategic negotiation for e-resources licensing and finds national information standards critical to monitor.

## <u>Advisory Board Candidates</u> <u>Regional Representatives</u>

## District of Columbia

## Mimi Games

Mimi Games has been a member of PTPL since 2009 and is currently a PTPL Board representative from DC. She also acted as PTPL Board Chair from 2013-14. Mimi currently works at the Pence Law Library (American University) as the Cataloging and Metadata Coordinator. For nearly 10 years, her primary duties have included cataloging monographs and serials of various formats; physical processing of print monographs and serials; maintaining consistency and integrity of data in the online catalog; reviewing incoming materials to determine proper workflow; assisting with the maintenance and updating of e-resources/e-resource profiles. She has been professionally active in a technical services capacity in both libraries and archives for over 20 years.

## Maryland

## Maggie Dull

Maggie Dull is currently the Cataloging & Metadata Librarian at the University of Baltimore's Langsdale Library, a role she has held since July. Prior to UB, she was the Cataloging & Metadata Librarian at the Goucher College Library for three and a half years. Maggie currently serves the library community as Vice-President/President Elect of the Technical Services Division (TSD) of the Maryland Library Association. As VP, she is a member of the 2016 MLA/DLA Conference Committee. Maggie is in her second year serving as a member of the Association for Library Collections & Technical Services' (ALCTS) Leadership Development Committee. She is also a graduate of the 2014 Maryland Library Leadership Cohort. Before moving to Maryland, Maggie worked as the Digital and Preservation Technical Assistant and Collections/Circulation Technical Assistant at the University of Portland (Portland, OR). She earned her MLIS from the University of Washington in 2011, focusing on cataloging and metadata development, and holds an MA in Victorian Studies from Birkbeck, University of London.

#### Sarah Espinosa

Sarah Espinosa is a 2013 MLIS graduate of the iSchool at University of Maryland, College Park. For the past two years, she has been the Residency Librarian at Towson University Libraries. She is now the Cataloging and Metadata Librarian at Loyola/Notre Dame Library and is excited to be a new member of PTPL.

## Virginia

## Amy O'Connor

Amy O'Connor has been a member of PTPL since 2008 and is currently a PTPL Board representative from Virginia. She also acted as PTPL Board Secretary from 2011-2013. Amy currently works at the University of Richmond Law Library as the Digital Resources Librarian. For over 6 years, at UR Law she has done everything from cataloging monographs, serials and electronic resources; maintaining the Law Library's A-Z Databases listing and other library website features; managed and created LibGuides; assist users at the Law Library Reference Desk; teach small group sessions on various electronic databases; promote the Law Library's electronic resources and trials; and manages the institutional repository UR Scholarship Repository. She has been professionally active in a technical services capacity in academic and public libraries for over 10 years.



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PTPL 91st Annual Meeting
Friday, October 23, 2015, 1:15pm-1:45pm
Montpelier Room
James Madison Memorial Building
Library of Congress
Washington, D.C.

## **Business Meeting Agenda**

- 1. Opening of Meeting
- 2. Approval of 2014 Annual Meeting Minutes
- 3. Treasurer's Report
- 4. Conferring of Awards
  - a. Academic scholarships
  - b. Career Achievement Award
- 5. Call for Archival Material
  - a. Particularly 2003-Present
- 6. Election of New Advisory Council Officers
- 7. New Business
  - a. Change in PTPL name
- 8. Adjournment



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PTPL 91<sup>st</sup> Annual Meeting Friday, October 23, 2015, 1:15pm-1:45pm Montpelier Room James Madison Memorial Building Library of Congress Washington, D.C.

## Report of the Treasurer

October 2014 - October 2015

Checking Account Balance Oct. 2014 Checking Account Balance Oct. 2015	\$18,355.84 \$23,700.69
Scholarships	\$ 2,000.00
Wild Apricot (3 years renewal)	\$ 1,620.00
Annual Meeting 2014 Receipts (incl. Memberships) Expenses Difference	\$ 10,115.67 \$ 5,190.29 \$ +4,925.38
Annual Meeting 2015 Receipts (incl. Memberships) Expenses to date Difference to date	\$ 12,943.87 \$ 8,575.00 \$ +4,368.87

Respectfully Submitted: Linda L. Wirth, PTPL Treasurer

#### **MINUTES**

Potomac Technical Processing Librarians
90th Annual Meeting
Miller Senate Office Building
Annapolis, Maryland
October 17, 2014
Draft

The 90<sup>th</sup> annual meeting of the Potomac Technical Processing Librarians (PTPL), "Reimagining Technical Services: Redesigned Workflows, Rethinking Resources, Reworking Spaces, and Reorganizing Staff" was held at the Miller Senate Office Building, Annapolis, Maryland. Registration began at 8:30 a.m., and a continental breakfast was served. The program commenced at 9:30 a.m. with a welcome from PTPL Chair, Linda Geisler. She thanked the Maryland Senate Office staff for providing the venue and for their assistance in arrangements for the meeting. Linda provided a brief introduction to the conference theme of change in Technical Services while maintaining the same levels of service, a challenge all technical services departments face. Linda introduced the keynote speaker Christine Dulaney, Head of Technical Services at American University Library.

In her presentation, "Creating Transformational Change in Technical Services" Christine Dulaney described the current constantly-changing technical services environment (including telecommunications, publishers and book sellers. etc.) which has placed libraries in a permanent state of flux. Libraries continually reinvent themselves as community spaces, providers of information in an open world, creators and curators of resources and data special to individual collections that are provided to the world outside, etc. These changes have introduced unique opportunities for technical services in self-study and evaluation, in adjusting and rationalizing workflows, and in eliminating duplication. The library has become a learning organization of personal mastery, shared vision, team thinking, and systems thinking. It questions and adapts as consistency moves to experimentation, stability to innovation, and rule-bound to questioning. The staff works together as a team to solve problems. The ability of a library to effect these changes depends on both individual personalities and institutional culture.

Following a brief break, Meg Manahan, Director of Technical Services at George Mason University, and Nathan Putnam, formerly at George Mason University and now Head of Metadata Services at University of Maryland, College Park, gave a joint presentation, "Moving from Print-Centric to E-centric Workflows: a Reorganization of the Technical Services Group at Mason Libraries." They described GMU's library reorganization environment with a distributed library system in 4 buildings on 3 campuses, 139 librarians plus staff, 1.5 million volumes, and a million e-resources. The reorganization was in response to changes related to increasing numbers of available services for purchase, greater numbers of e-resources, and the effects on workflows related to print collections. A task force analyzed current workflows and surveyed technical services and library staff to assist in creating new goals and structure, including teams, broader job descriptions, and an Information Analyst position. They worked with HR to formulate new competencies, new job descriptions, and staff retraining. The restructured Technical Services is now a more flexible team environment with a payment unit, gifts, and bindery and the interrelated functions of ordering, e-team, cataloging, receiving and processing, and catalog maintenance. The changes enabled a more efficient workflow, faster availability of library materials, and more engaged staff in a learning environment. Results of reorganization were generally successful, and most are happy with the outcome.

Linda Geisler then opened the business meeting and noted that PTPL is celebrating its 90<sup>th</sup> anniversary. The minutes of the October 11, 2013 annual meeting were approved as written. Linda Wirth presented the Treasurer's report, noting that the healthy state of our finances is in part because PTPL has been able fortunate to find free venues for its programming and because a workshop presenter, Shana McDanold, generously presented highly-popular workshops free of charge. Currently the PTPL treasury balance is \$18,355.84.

Linda Geisler then announced the scholarship awards. She thanked Vice Chair Mark Winek who was in charge of the scholarship competition. She reported that the PTPL Board faced difficult decisions this year since the scholarship candidates were well qualified; the process was very competitive. Linda introduced scholarship winners Rebecca Reeves of American University Library and Alexander Salopek of the U.S. Supreme Court Library and Washington Trinity University. The winners each received certificates, checks for \$1,000, and a year's free PTPL membership.

Past Chair Mimi Games presented the Historical Moment. Mimi traced the history of PTPL's name over its 90 years existence. Originally formed in 1922 as a group for catalogers, the association has changed names occasionally to reflect a broadening of scope and geographical region as it became open to more librarians. The current name, Potomac Technical Processing Librarians, was adopted in 1961. Mimi noted that this name is not a good fit now since the professional has changed, and the name needs to be modernized. She requested that PTPL members submit ideas for updated names and logos to any PTPL Board member.

Following a hot buffet lunch and a brief networking period, the afternoon session began. Linda Geisler introduced the first afternoon speaker, Denise Branch, Head of Continuing Resources at Virginia Commonwealth University in Richmond. Denise's presentation was entitled, "The New Face of Technical Services: Opportunities and Challenges in the Cloud." Denise described VCU's library of 2.5 million volumes, 61,000 serials, 600,000 e-books with 51 professionals and 90 support staff and a large new addition to the building to open in fall 2015. A long-planned reorganization of Technical Services was accomplished in 2013 when it became Information Management and Processing comprised of four departments: Metadata and Discovery, Collection Analysis and Investment, Digital Technologies, and Preservation and Inventory Management. New structure and new workflows enabled Technical Services to respond more effectively to new technologies and tools, changing range of library materials, changes in leadership with accompanying knowledge gaps, the need to update to keep pace with user needs, the need for change in existing organizational model and workflows, and continual changes in technology and standards. Although the Cloud posed many challenges, the library found the Cloud enabled or improved: streamlining of workflows, sharing information, staff mobility (telecommute from home), tracking functions and programs, learning of new procedures, increasing the visibility and access of collections, and delivering services.

The final presentation of the day was by given by two Library of Congress staff from the U.S. Programs, Law, and Literature Division. Caroline Saccucci is Dewey Program Manager and Acting Literature Program Manager. Camilla Williams is a CIP Program Specialist. Their joint presentation, titled "Cataloging in Publication: Moving Beyond the Print," described the pilot program for Cataloging in Publication (CIP) for electronic books, begun in 2011, and the requirements to participate in it. Cataloging in Publication for electronic books (eCIP) provides a service to publishers and libraries. The CIP for print books is the basis for creating the records for e-books, adding data elements to identify them as e-books. Caroline described the steps involved with creating eCIP records and noted differences in print and e-book record creation. The pilot program was moved into production in 2012. Camilla provided a detailed explanation of data creation and processing, illustrated with many screen captures of online workforms. Library of Congress plans to expand the eCIP program by including more publishers and content, including backlisted and born-digital titles, and finally providing reader access to the e-books.

At the close of the meeting, Linda Geisler requested from the membership donations of PTPL materials for its archives at Catholic University. She then announced the results of the PTPL elections:

- Vice Chair Tiffany Wilson
- Treasurer Linda Wirth
- DC representatives Mimi Games (1-year term, completing the term of a former representative) and Chris Zammarelli
- Maryland representative Lynda Aldana
- Virginia representative Jing Zhong

Then Linda thanked the speakers and presented them with certificates and gift cards. Next a drawing for door prizes of four mum plants was held. Meeting attendees were urged to complete the program evaluations and were reminded about tours of the Miller Senate Building following the meeting. Linda passed the gavel to the new PTPL Chair, Mark Winek, and the 90th annual meeting was closed.

## Name Change Announcement and Ballot

The Advisory Board of the Potomac Technical Processing Librarians (PTPL) hereby notifies the membership of a proposed change to the bylaws, to be decided upon by the membership at the 91<sup>st</sup> Annual Meeting on October 23, 2015.

## Background

Colossal shifts in technical services over the past 30 years, especially with collections moving from print to electronic, have reduced the use of the term "processing" to describe functions or the librarians who perform those functions. As the organization seeks to remain relevant to all librarians who perform technical functions, the Advisory Board seeks the input of all current members. Members will be encouraged to vote for one of the two proposed names, to vote for their own write-in option, or to elect that the organization maintain its current name.

#### Name

The name currently set in Article I of the bylaws is the "Potomac Technical Processing Librarians" (acronym: "PTPL"). The Advisory Board proposes two alternative names: "Potomac Regional Technical Services Librarians" (acronym: "PRTSL") or "Potomac Technical Services Librarians" (acronym: "PTSL").

#### Authorization

Authorization for this proposed change to the bylaws is provided in Article XV of the Bylaws of the Potomac Technical Processing Librarians, adopted December 6, 1947, as amended:

"These bylaws may be amended or suspended by a vote of two-thirds of the members present at the annual meeting provided that notice of any proposed amendment was sent to each member, either by U.S. Postal service or email at least thirty days prior to the annual meeting. No proxy (absentee) ballots will be accepted."

## Voting

The membership present at the 91st Annual Meeting on October 23, 2015 will be asked the following question by secret paper ballot:

In the proposal to change the name of the organization currently known as the Potomac Technical Processing Librarians (PTPL), as established in Article I of the Bylaws, I select

[Enter <b>X</b> or ✓ in the appropriate box]
☐ Potomac Regional Technical Services Librarians (PRTSL)
☐ Potomac Technical Services Librarians (PTSL)
□ No Change
□Write in:

#### Results

Results of the ballot will be announced at the Annual Meeting and come into effect the same day.

#### Questions

Questions about the proposed name change or about the ballot may be directed to Mark Winek, Chair, at mdw65@georgetown.edu. Questions will also be fielded at the Annual Meeting prior to balloting.

## **Montpelier Room**

