

CARLDIG-South Meeting Minutes – January 21, 2011

Present: Kaela Casey (CSUCI), Debi Hoffmann (CSUCI), Teresa Omidsalar (CSULA), Janet Pinkley (CSUCI), Adolfo Prieto (CSUF), Lise Snyder (UCLA), Michael Yonezawa (UCR), Emily Woolery (Mt.SAC).

Remote attendees: Angela Boyd (UCSB)

Meeting Began: 10:30 a.m.

1. Announcements

- Debi took this time to thank Michael Yonezawa for his leadership over the past year.
- Congratulations to Lise for being elected to the CARL Board as UC Director-at-Large and to Billy for being elected to the CARL Board as Community Colleges Director-at-Large.
- Michael, Adolfo and Debi responded to the CARL survey and gave feedback regarding space on the CARL website, how to make it easier for interest groups to update the directory and how to help interest groups recruit new members.

2. Approval of Minutes

Minutes approved from 4/30/2010 (LMU), 9/9/2010 conference call, and 10/22/2010 conference call.

3. Reviewing Elections

The group unanimously decided to re-appoint Angela as the web administrator and she graciously accepted the appointment. She has done a fabulous job of maintaining our website and Facebook.

Debi brought up the fact that we only had one co-secretary elected and the benefit of having a co-secretary as we have had in the past. Debi nominated Kaela Casey to be our Co-Secretary. The group agreed and Kaela accepted.

Officers for 2011
Chair – Debra Hoffmann
Chair-Elect – Adolfo Prieto
Co-Secretary – Kaela Casey and Janet Pinkley
Web Administrator – Angela Boyd

4. Survey Results

We reviewed the survey results from our program “How Do I Assess That?” on December 3, 2010 at Loyola Marymount.

Some of the feedback indicated that more active learning would be nice; it was decided that this would be kept in mind for planning our December 2011 program.

The consensus of the group was that it would be better to start later next time; this will allow us more time in the morning to prepare and allow attendees more commute time to the destination.

Having a full meal made the day go smoothly. In addition to this, the fact that the food was left out for the entire time was nice because it allowed attendees to continue to snack throughout the program.

Several attendees indicated that they would have liked to have had access to the power point presentation either prior to the event or received them the day of the event.

- Lise is going to mention at the CARL Board meeting that they could support the interest groups by buying bulk marketing items that could be used at the programs such as flash drives that could be used to provide attendees the presentations.
- Angela also suggested seeing if Demco or other companies would be willing to sponsor our programs and provide flash drives with their business logo on it.

There was discussion of if a program related blog or wiki would be useful to allow conversations to continue after the program. Lise suggested that we utilize our Facebook account to do this. This would funnel people to our existing resources instead of putting energy into new ones. The group agreed that this was a good idea and Angela thought that this was a very manageable idea for her as web administrator.

5. **Future Stuff**

The group brainstormed a few ideas about how to increase the steering committee and active members for CARL-DIG.

- Ask people on the program registration forms if they would like to join our list-serv
- Place sign-up sheets on the tables at programs
- Host a program at a library school
- Market CARL-DIG to library school students
- Create hand-outs with the benefits of CARL-DIG to give out at programs and library school events

There were several questions regarding the list-serv for our group and how it is managed.

Debi is going to contact Kelli Janousek to find out:

- How we manage the directory for CARL-DIG
- Can we add people to our list-serv or do they need to do it themselves
- Can we manage our own list-serv

Michael has been in contact with AAA regarding a tour of their facilities for CARL-DIG in the spring. **Michael has confirmed a date for AAA that is 98% sure; it is March 18th from 10:30-12:00 and it is limited to 15 people.** We might consider only advertising this to people on the CARL-DIG list-serv.

Brainstorming for future programs:

Reference Shopping Spree in December at CSU Channel Islands. The idea is that all attendees would bring a reference idea or tool that is new to their institution and share it with everyone else. We would have to limit this to about 40 people; 20 people would present the first half of the program and 20 people the 2nd half of the program. In future meetings we will have to work at developing some guidelines for attendees. We can market this program and encourage people to visit the Camarillo Outlets after the program to do their holiday shopping.

Meeting Adjourned: 12:40 p.m.

Respectfully submitted,

Kaela Casey
Janet Pinkley
CARLDIG-South Co-Secretaries