

CARLDIG-South Steering Committee Meeting

[Zoom Link](#)

Friday, May 24, 2024

1:00pm – 3:00pm

Agenda

1. Announcements
 - a. None
2. Approval of minutes from [3/8/2024](#)
3. Fall Program 2024
 - a. Workgroup Meeting Update
 - i. Possible locations: Citrus College, CSU Fullerton, Moreno Valley College
 - ii. Last year's budget:
 - Total cost: \$1,091
 - Revenue from registration: \$1,195
 - Registration fees: \$30 for CARL members, \$45 for non-members, \$15 for students or retired CARL members, \$10 for virtual attendees
 - b. Food
 - c. Finalize the them (21st century toolbelt - emphasizing practical takeaways and tools)
 - d. Promotion ideas
 - e. List of roles and responsibilities
 - i. Directions
 - ii. Checkin
 - iii. Zoom monitor
 - f. Giveaways and/or raffle
 - g. Zoom/online engagement
 - h. Accessibility considerations
 - i. Fall program flyer draft (Stacy and Jennifer)
4. CARLDIG-S/CARL Membership Promotion
 - a. Article club
 - b. Virtual coffee chat
 - c. Other ideas
5. Discussion: Librarians using AI Art
6. Open Floor

Meeting Minutes

Present: Daniel Wilson, Hannah Cole, Stacy Rollstin-Weiland, Shonn Haren, Leanna Pagano, Jennifer Bidwell

Absent: Corrie Bott

Guests: Isabel Morales, Katie Perry, Kelly Marie Wilson, Katie Burns, Lisa Chelby (include these folks?)

Recording: Jennifer Bidwell

Approval of minutes from 3/8/2024: Minutes were approved.

Fall Program 2024

Workgroup Meeting Update

Possible locations: Citrus College, CSU Fullerton, Moreno Valley College

- There was a brief discussion about the location. Citrus College was selected because it is centrally located, and the Center for Innovation includes a hyflex classroom. However, the cost for the room is high, totaling \$800 (\$200/hour). Citrus College does not provide catering but can provide us with local food options. Also, IT will be available for assistance, if needed. Moreno Valley College does have catering and has a much lower cost for the room (\$280) but they don't have a hyflex classroom. We would also have to handle any IT issues. The committee agreed the hyflex should be prioritized for the program since there were many virtual attendees last year.
 - Last year's budget:
 - a. Total cost: \$1,091
 - b. Revenue from registration: \$1,195
 - c. Registration fees: \$30 for CARL members, \$45 for non-members, \$15 for students or retired CARL members, \$10 for virtual attendees

Food

- We will explore food options from Costco, Sam's Club, and Citrus College's restaurant/food recommendations.

Finalize the theme (21st century toolbelt - emphasizing practical takeaways and tools) –

- Theme will change slightly to 21st century toolkit.
- The committee endorsed Stacy's slogan "Empower Your Inquiry"
- Hannah recommended browsing images on Pexels and Unsplash

Promotion ideas

- Focus on library school students especially SJSU. Jennifer or Hannah can post an announcement to ALA Connect; Daniel and Hannah can promote the program on the community college and LILi listservs, respectively. Stacy will ask a UCLA student to help with promoting the program to other library school students.

List of roles and responsibilities

Directions and checkins

- Hannah, Stacy, and Jennifer volunteered for helping with these roles.
- Shonn will welcome the attendees and introduce the program.

Giveaways and/or raffle

- Hannah volunteered to donate a crocheted tote bag for the raffle. We can reach out to CARL for pens and stickers. Also, we can ask the SJSU and UCLA LIS programs if they'd like to donate some swag to promote their schools/programs.

Zoom/online engagement

- Jamboard was used last year but Jennifer mentioned Jamboard will be unavailable soon. Online polling software could be used to engage both the online and virtual attendees.

Accessibility considerations

- We can ask the speakers for their slides. Also, the committee discussed the possibility of recording the program. If we decide to do that, we just need to provide a disclosure about the recording when the call for proposals is sent out.
- Also, we could incorporate online posters into the program in between the presentations, giving time for short poster presentations.
- We will add accessibility best practices when we send out the call for proposals.

Fall program flyer draft

- Stacy and Jennifer will work on the flyer and present the draft at the next meeting.

CARLDIG-S/CARL Membership Promotion

- Article club: Hannah shared the flyer for the club and proposed meeting the first Friday each month starting in June. We may skip July or move it to the 2nd Friday in July. The committee agreed to move forward with it.
- Virtual coffee chat: We decided to focus on the article club for now.
- Other ideas: Provide career development resources for library school students including interviews from librarians (i.e., "the things they didn't teach you in library school")

Discussion: Librarians using AI Art

Open Floor

Meeting Invitation:

Wilson, Daniel is inviting you to a scheduled Zoom meeting.

Topic: CARLDIG-South Meeting

Time: May 24, 2024 01:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

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