CARLDIG-South Meeting
California Lutheran University
Friday, Sep 1, 2023
10:00 am – 12:00 pm
Zoom: https://clu.zoom.us/j/94399405332?pwd=VTVudGl2aGdnb2JOU2duZmdHeEorZz09

Agenda

1. Check-in
2. Approval of minutes from the May 18, 2023 meeting
3. CARL/IG Updates
   a. MLIS Student Panel review - thank you & congrats, Daniel!
   b. CARL Membership renewals
   c. Promotion goals from Shamika
   d. Officer Nominations
4. Fall Program Updates
   a. Call for Proposals went out
   b. Need proposal reviewers
   c. Day of volunteers
5. Fall Field Trip
   a. CPP, Pumpkin Festival Friday, October 13th | Fest Hours 10am - 7pm
      i. Meet up after 3:30/4pm as able
   b. Ticket details ($6pp; $18 adult/wristband bundle)
      i. Tickets are limited, purchase ASAP if you want to participate
6. Next meeting, 10/13/2023
   a. Confirm half day meeting with those able to attend for program location review, CARLDIG-s meeting & Field Trip.
7. Adjournment

Meeting Minutes

Present: Leanna Pagano, Shonn Haren, Daniel Wilson, Hannah Cole, Norma Juarez Durian, Michael Yonezawa
Absent:
Recording: Shonn Haren

● Checkins
  ○ Daniel – 1 MLIS student from the panel reached out looking for volunteer opportunities with CARL
  ○ Michael – UCR on Quarter system, so it hasn’t started yet. Just finished up with new student orientation, now doing orientations for graduate students
    ■ UCR recruitments – supposedly a successful hire for a director position, no news. Instructional Design Librarian position is in the offer stage. STEM Librarian & Assessment Librarian positions open, Digital Humanities Librarian has just left & other on the way out.
  ○ Hannah – prep for event in December is complete!
● Minutes from last meeting (5/18/23)
  ○ Minutes approved without amendment
● CARL/IG updates
  ○ MLIS Student Panel
- Panel went very well 10-13 attendees, all current students
- Good questions
- Kudos to Daniel for organizing and running this successful event!

- CARL Membership Renewals
  - Due today, please remember to renew!
- Promotion Goals from CARL Board
  - Trying to develop more robust social media presence for CARL
  - Annual Stipends are being developed for social media volunteers
  - CARL is also developing a Slack channel
    - Intended only for CARL members, so be sure you’re current on membership
- Officer Nominations
  - You are welcome to self nominate for CARLDIG-S officer positions (link will be updated in agenda above)
  - Members are also encouraged to reach out to colleagues who they think would be interested in serving in CARL

- Fall Program Updates
  - Call for proposals is now active for Fall Program
    - Encourage your colleagues who are doing assessment to submit proposals
    - As Shonn is submitting a proposal, he cannot review them
      - Norma, Hannah & Michael have volunteered to review proposals
  - Volunteers for the Day of the Program
    - Call for volunteers will be put out at our next meeting
  - Leanna will talk to the CARL Membership director to set up credit card registration for the Fall Program
  - Leanna & Hannah will consult with Norma (who helped run the last CARLDIG-S in person program back in 2019) to work out the details
    - Coordinate with on-site staff to help put this together
    - Make sure layout is as you want it
    - Double-check with catering
    - Delegate stuff to volunteers
    - Try to make sure everything is staged and prepared the week of
  - Leanna was approached by an out-of-state presenter to see if remote presentations would be acceptable
    - While the goal is to have a primarily in-person event, we will probably have at least one remote presenter
  - Potential Swag
    - Small notebooks?
    - Will depend if we have anything left in the budget
      - Maybe some Cal Poly Pomona stuff?
    - Giveaway a 1yr CARL membership?
    - Does CARL have some general swag they would like us to handout
    - Candy bags?
  - Hannah will provide a guide for parking on campus
  - Small guide to the area for dining?
- Fall Field Trip (10/13/23)
  - Visit on campus at Cal Poly Pomona
  - Tour library facilities & hold CARLDIG-S meeting
    - Meeting for 3pm-5pm
    - Hannah has reserved the conference room in the reference suite from 2-5pm
    - Special Events Room in CPP Library has been reserved from 3-4pm for officers to review
○ Visit the pumpkinsfest
  ■ 10am-7pm at Cal Poly Pomona
  ■ Those who wish to attend Pumpkinsfest will need to pay their own admission
    ● Admission is $6 per person, if you want to go on rides, etc. a wristband is $18
  ■ Parking is free at pumpkinsfest, but if you wish to park on campus you will need a parking fee

● Open Discussion
  ○