*Invitees/Attendees:* Angela Boyd, Sheree Fu, Tamara Rhodes

**Standing meeting items**

Round Robin

### **Agenda items**

**Programs/CARL conference**

Program - CARL IG program is priority (note by Angela)

Theme options:

* Self care and how to prevent burnout, especially when you are the only one of you in the room
  + How do you practice self-care?
  + How do you prevent burnout?
* The important and often free labor associated with mentorship and bringing others into the profession
  + How do you practice mentorship? How do you mentor others?
* How to leverage policies on diversity and inclusion to amplify your voice and goals

Showcase Goal: to have practical action steps that people can leave with

Previous funding information

Possible speakers:

* Self Care and Burnout - Kaetrena Davis Kendrick and Ione T. Damasco
* Mentorship for Recruitment, Retention, and Self-Care (from 2019 DIAL spring program) - Marisa Mendez-Brady, Nicollette Brant, Laura Jara, Melissa Maldonado

Showcase Ideas:

* At the start of the conference, gratitude station and boards to post about given topics. Then during the showcase, room with different tables where folks can discuss further and facilitators would start with ideas from the boards and what people posted.

**Agenda for next meeting**

CARL conference ideas

### **Action items**

Send out meeting minutes

Continuing the conversation about showcase idea

Vote by email by Tuesday January 28

### **Parking lot**

### **General membership survey**

### Sheree do to for the CARL

Deliver In person after the program as well as online for people who didn’t attend

(Diversity in leadership was the only theme from the last survey

Facebook and email were best for communication from the last survey.

Think about new survey for general membership to drum up interest

Need to have unbiased survey

Ask people for best ways would like information in general membership survey <https://drive.google.com/open?id=1DiJeOLUqXDZ6YF5YM1ZiS17cpE5PYNwdyAwo0rObkUY(Tamara)>)

Review summer tours done by SCIL

**Website updates**

Contact other IG about the process if we could make updates simpler or use a different system. Currently it’s a mult-step process with ftp and files. (Lia ongoing)

CARL might have a redesign for the entire website.