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Library Forum Steering Committee meeting
Draft Minutes

September 10, 2009

Fall programming:

- It was agreed that until we are fully functioning, we would accept these programming opportunities
- Bernie Reilly will speak on Oct 8 in Kroch 2B48 from 9-10 am (8:20 will be for the social segment). We agreed that beverages would be appropriate.
- TH will keep us in the planning loop and get us the title and abstract of the talk
- Philosopher Kings: Linda Bryant asked us to co-sponsor 2 showing of this film
- CDM and GS agreed to act as co-hosts

Library Forum budget

Action item : GS will follow up with Lee Cartmill to ascertain what the budget is and how we access it

Committee Structure:

Discussion of Professional Development Committee

- Now called Career Development Committee
- Membership: 3 academic, 3 non-academic, 1 at-large, HR ex-officio
- Membership will be appointed by LFSC
- Three will be a liaison from LFSC, non voting, not attend every meeting, act as connection between 2 committees
- Call will go to CUL-Lib for volunteers
- Offer continuing members of PDC opportunity to continue for 1 year or extend to 2
- Solicit volunteers for 1 or 2 year

Action item : CDM will draft a charge for us to discuss

Discussion of Mentorship program

- include both academic and non-academics

- subcommittee of CDC
- CDC will develop charge

By-Laws:

Discussion items: How formal are we? Is this a governing body? Can it be agile when needed?

Agreed to use [Robert's Rules of Order](#) as our parliamentary authority (contains appropriate language for by-laws)

Homework:

Please look at by-laws on the wiki and come prepared to discuss at next meeting

Target date for organizational meeting with Library Forum

Action: DLD will send out memo to CUL with update on our process

DLD will send PDC members response to their email

TH will begin to assemble procedures manual

Labels: None

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