MINUTES
LAUC-I EXECUTIVE BOARD MEETING
Monday, June 18, 2012
Room ASL 244 – 11:00-12:00

Present: Pauline Manaka (Chair), Kristin Andrews, Jeffra Bussmann, Kristine Ferry, Kathryn Kjaer, Carole McEwan (Secretary), Cathy Palmer, Sheila Smyth, Yvonne Wilson, and Kirsten, note taker for Kristin.

Guests: Audra Eagle Yun, Mitchell Brown

1. Welcome and Agenda Review - Manaka (2 min.)

2. Review and adopt previous meeting Minutes of May 14, 2012 Executive Board Meeting – Manaka (2 min.) – Approved with changes.

3. Announcements – Manaka
   • Elections: Ferry (4 min.) – The elections went smoothly with all people were notified about the outcome. Kristine will be giving Shu Liu, new Librarian for Electronic Resources and Metadata her LAUC orientation tomorrow. Because it has been pointed out that there are some issues with a single employee talking a new employee out to lunch, it was suggested we invite Beth Wooton, Director of Finance to the next Executive Board meeting to clarify this situation.

   ACTION: Invite Beth Wooton to next LAUC-I Executive Board meeting (Manaka?)

   • LAUC related items - Brown (4 min.) – Some system-wide positions (2 years) on advisory groups will become available for people to nominate for: TAG (3 years); CDC; HOTS; LTAG; and Research. Also, a one year LAUC Committee on Outstanding Service Awards will convene next year and will be seeking members. LAUC gives names of applicants to CoUL who make the final decisions.

   ACTION: Email Mitchell of your interest and for information about time commitments, responsibilities, etc.

   • Web Services for LAUC-I: Manaka (5 min.) Since Jeffra is leaving in July, Kristin will talk to Ashley to see if LAUC could send work tickets into Web Services and ask Chloe for interim help until the new LAUC-I Executive Board can decide about the web manager’s duties. Pauline will email the membership to ask if anyone is interested in doing the web master’s duties. Pauline, Jeffra and Kristin will meet to discuss a long term solution to meeting the web manager’s duties.

   ACTION: Discuss with Ashley about the possibility of using work tickets and Chloe’s help as an interim solution to have LAUC-I web work done by Web Services – Andrews

   ACTION: Pauline will email the membership about interest in doing web manager’s duties.

   ACTION: New LAUC-I Executive Board will take up the long term solution to this issue after September. 2012.

4. Deadlines/Next steps All Committee reports, dates, etc. – Manaka (3 min.) - Pauline will email Executive Board about this issue.

5. Review LAUC-I Budget - Andrews (2 min.) - There are no more funds. Andrews will email Executive Board on details when they have been posted.
6. LAUC-I AdHoc Committee on Bylaws – update - Kjaer (5 min.)
The system-wide LAUC CPG committee returned our revised By-Laws and agreed to the suggested changes. The By-Laws Committee would like to have the revisions mounted on the LAUC-I web site a week or so before the next General Meeting in July. At the meeting, the Committee will explain the revisions and call for discussion. Within 10 days the ballots should be ready for voting. Voting will take a week and it will be a straight “yes” or “no” to all the revisions.

ACTION: Jeffra to post By-Law revisions on LAUC-I website.

ACTION: Membership mailed to inform them of the revisions and the vote - ????

ACTION: Kristine will prepare ballots

7. LAUC-I AdHoc Committee on Archives - templates and procedures discussion & demo – Bussmann and Yun (10 min.)
This is a 2-year committee and hopes to create a LAUC-I Procedures Handbook next year to go with the templates and other files already created. These templates and files were shown and the Board agreed to begin using them now.

8. Next Steps on LAUC Research Grants & Demystifying the Process - Smyth (5 min.)
This committee hopes to get more people involved, but is somewhat constrained by the unclear budget situation.

9. Next Generation Issues at UCI: where are we? – Resources and next steps highlights! ALL (10 min.)
• There is quite a bit of information from other campuses’ discussions on the LAUC state-wide blog.
• How does LAUC fit into this new direction? What are LAUC’s primary responsibilities and what makes it a useful discussion?
• What can LAUC do to raise awareness of the new situations and opportunities that next gen can bring to UC Librarians?
• Professional Development committee is holding a meeting July 26th about next gen. and will email the Board on their tentative program plans.
• Pauline has spoken to Vicki and Cynthia who are active in next gen TS activities system-wide and they would be willing to discuss this with the membership.

ACTION: Sheila will email Executive Board about the program for July 26th meeting about next gen.

10. Future meetings:
• 7/16/2012 Membership Meeting
• 7/23/2010- Final meeting with University Librarian
• 7/23/12 LAUC-I Executive Board meeting

11. Adjourn – 12.05 pm