Present: Brian Williams, Cathy Palmer, Kristin Andrews, Kathryn Kjaer (recorder), Pauline Manaka, Ying Zhang, Christina Woo, John Sisson, Annette Buckley, Brenda Fitzjarrald (observer).

1. Agenda review.

2. Approve minutes: LAUC-I Ex. Bd. minutes for November 6, were approved.

3. News/Announcements
   a. Cathy Palmer reported that Vicki Grahame told Leadership Council that the new UC Advisory Structure will soon be announced. Each campus is to discuss and provide feedback on the proposed new structure. Lorelei or Vicki Grahame will contact Kristin to set up a meeting for LAUC-I to discuss in the next few weeks when the first draft is ready.
   b. Christina Woo introduced Brenda Fitzjarrald who is doing an MLIS internship under her supervision.
   c. Kristin announced that the Council of University Librarians (COUL) Systemwide Plans and Priorities, 2013-2016 will be discussed at the LAUC Assembly. The Assembly will be held at UCLA in the spring (date to be determined).

4. Budget Update: Brian reported that the LAUC-I General Fund balance is $3,234; the Program Fund balance is $1,927.

5. The LAUC-I Blog and the LAUC-I website home page: The Ex. Bd. discussed whether to continue the LAUC-I blog, and if not, whether anything should replace it on the homepage.
   a. ACTION: The Ex. Bd. agreed that the blog should not be maintained any longer as it is too difficult to keep up to date with newsworthy postings.
   b. ACTION: Annette (Web Manager) volunteered to replace the blog entries with very brief current announcements for things such as “Lunch with LAUC-I” programs that are sent to LAUC-I membership via email. Committee Chairs who send announcements should alert Annette so she will post the announcement. She will remove the postings after the event has occurred. The Ex. Bd. agreed to have Annette try this on an experimental basis and we will evaluate later.
6. Committee Updates


b. Research and Professional Development Committee update (Woo). The committee received and reviewed 4 proposals for mini-grants or research projects. They have provided suggestions to the authors. The committee is also trying to develop ways to help members write cover letters, proposals, and prepare for presentations, etc. such as offering to proofread and set up practice sessions.

c. Program Committee update (Sisson). The Lunch with LAUC-I on December 20 with Jackie Dooley, “It’s all about the Archives,” was very successful. The committee is investigating ideas for a big program later in the year and for more lunch programs.

d. Nominating Committee/Past Chair update (Manaka). The committee met in December. They have begun talking to people about running for Vice Chair, Secretary, Member at Large and the standing committee vacancies.

e. Ad Hoc Procedures Committee update (Kjaer). Nothing new to report. The committee is developing templates and will be contacting individual Ex. Bd. members and committees soon.

7. Ideas for next Gen Membership Meeting, March 4, 2013. It was suggested that Kristin ask Lorelei if she would like to say a few words at the next Gen. Membership meeting about the creation of the new division Research Resources.

8. Other business—None.

Next Meetings:

Executive Board: Tuesday, February 21, 2013 * 1-2pm * LL110

General Membership: Monday, March 4, 2013 * 11:30 am-1 pm *ASL 104