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. <u>Ticket details</u> (\$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 pumpkinfest
 - 10am-7pm at Cal Poly Pomona
 - Those who wish to attend Pumpkinfest 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 pumpkinfest, but if you wish to park on campus you will need a parking fee
- Open Discussion

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