

Meeting Minutes Utah Library Association Reference and Adult Services Round Table

Thursday, January 19, 2017, 2:00 pm

Held in the West Jordan Library Conference Room

West Jordan Library, 8030 South 1825 West, West Jordan, Utah 84088

Attending

Chair Dan Berube (SL County), Anita Albright (Salt Lake Community College), Linda Gee (SL County), Cherie Willis (Salt Lake City), Gerrit Van Dyke (BYU), Connie Lamb (BYU) and Secretary Adrea Lund (Grand County).

The meeting was called to order and minutes from October 19, 2016 were approved.

Preparations for Digital Inclusion Workshop

The Digital Inclusion Workshop will be held at the West Jordan Library on February 3rd. Dan reported that 34 people (not including the presenters) have already registered to attend. Members discussed the budget and food amounts and types to be ordered. Barbara Hopkins will update Dan on registration numbers next week and he will order two deluxe business platters from Kneaders for the workshop. Members discussed having Kneaders split the two trays into four trays to facilitate faster serving. Dan will also arrange to serve bagels, fruit, coffee and juice for a morning snack. The presenters have requested that RASRT provide supplies for the workshop. Dan will see if Salt Lake County is able to donate large post-it wall pads, sharpies, dot stickers, name tags and regular post-it notes. Dan will purchase these using RASRT's budget if needed.

Dan shared a Google Doc with the proposed workshop schedule with members. Members discussed the starting time of the workshop and the time allocated for the lunch break. Connie suggested starting at 8:30am with time for registration, bagels/coffee and name tags. Dan will email all the registered participants and encourage them to arrive at 8:30am. Dan will also talk to the presenters about a longer lunch break (maybe from 11:45-12:15) and a longer bathroom break. Dan will find out how the presenters would like the room setup and communicate that to the county employees in charge of room preparation.

Connie suggested advertising the names and affiliations of the workshop's presenters. If the registration numbers next week are under 50, then Dan will send out another ULN email advertising the workshop and including information about the presenters. Dan plans to arrive at 8:00am and other RASRT members are welcome to also arrive early.

2017 ULA Conference RASRT Social

Members discussed where to hold the social and how many attendees to expect. The Saint George social attracted about 60 attendees and the Layton social was about 20. Anita suggested RARST host a restaurant gathering where everyone pays their own way. Anita has experience organizing this type of a gathering and volunteered to coordinate. Members discussed whether to select a downtown restaurant or one close to the conference hotel. Anita will research restaurant options and will email out some ideas to the round table. Dan will find out the deadline for getting the social included in the conference schedule. The social will be held the evening of Wednesday, March 17th.

2017 RASRT Sponsored Webinars

RARST will host a webinar presented by Leslie Schow and Liz Sollis, Social Media: Share the Love, on March 9th. Dan spoke to Vern Waters and he was interested in presenting a webinar on jail librarianship, but he is very busy and postponed until another time. Another possible future webinar is a train the

trainer webinar with Nia Thimakis and Crystal Snider. This workshop could possibly be scheduled in the summer or fall of this year after Leslie becomes chair.

2017 ULA Conference Promotional Items

Members discussed types and amounts of promotional items to purchase for distribution at the 2017 ULA conference. Members were not enthusiastic about purchasing promo items. Members were more interested in finding alternative ways to promote RASRT participation at the conference. Dan will bring the remaining RASRT highlighters to the Digital Inclusion Workshop.

2017/2018 ULA Officers

Dan reported that RASRT is still looking for someone to fill the vice-chair position for the next year. Members should contact Dan or Leslie Schow if they are interested in the position.

Next Meeting

Members discussed meeting again in March and a tentative meeting date and time was chosen Thursday, March 16th at 2:00pm.