**Meeting Minutes, March 18, 2019**

The following librarians were in attendance:  Elise Silva, Chair (BYU); Ashley Bassett, Vice Chair,  (RMUoHP); Anne Diekema, Past Chair (SUU); Chloe Barnett, Secretary (Westminster); Ernesto Hernandez Jr, Member at Large (Weber); Shane Wallace, Member at Large (U of U Marriott);  Dory Rosenberg, Member at Large (USU); Jessica Green (BYU); Leanna Balci (BYU); Matt Armstrong (BYU); Nena Schvaneveldt (EHSL, U of U); Carol Kunzler (Snow College).

**Announcements:**

**LIRT Business Meeting at ULA** -- The group discussed the LIRT business meeting at ULA, scheduled for Friday, May 17th at 8:00 AM. We decided to use that meeting to prepare for the conference presentation on Friday afternoon and to put a not in the conference program to let attendees know that the meeting is for presentation prep.

ULA Networking Social -- LIRT will participate in the networking social at ULA on Thursday, May 16th from 4:30 - 5:30.  We can use the poster and swag from last year.

We still have $150 for travel expenses.

**Presentation Planning:**

A draft of the PowerPoint for the ULA presentation can be found at this link: <https://docs.google.com/presentation/d/1cu88o9_571aO2joIpYpYL5V6SW0U_2tV_ruYaS_Tu5U/edit?usp=sharing>

Individuals were assigned sections of the ULA presentation to prepare and assignments were noted on the PowerPoint slides. Nina will take the lead on preparing the activity for participants at the beginning of the presentation (the Common Problems Brainstorm).  Ashley, Anne, and Ernesto will prepare to speak about the common problems enumerated with examples from individual experience and professional literature, but the audience may also comment on how they have dealt with those problems. The topics on the remaining slides will be addressed by individuals who will speak about work being done at their own institutions.

**Next Steps:**

Before the next meeting, participants should add content to PowerPoint slides. At our next meeting, we will review content and discuss presentation logistics. Elise will edit PowerPoint content before the presentation.