

1. Approval of Minutes from November meeting
Motion to approve, D. Runyon, with no objection the minutes were approved.
2. Reports and Updates
 - Chair
 - No additional report.
 - Vice-Chair
 - D. Runyon has been in communication with the SIG's and will be putting information together next week for the program committee.
 - Treasurer
 - S. Vine reported that March 15th program will be free and new vouchers will be sent out to member institutions next year.
 - Past Chair
 - No report other than website agenda item.
 - Grants Liaison
 - No activity recently. A flurry of activity a few months ago. She will compile a report of activity from the year.
 - PA Forward
 - S. Pike is no longer on the PA Forward committee, so she will find out who the new liaison will be and report at the next meeting.
 - Programs Chair
 - Today was the deadline for program proposals. There was not a large amount of proposals. There was one roundtable proposal that Josefine will get more information on. Programs committee will meet next week to hash out proposals and details for the schedule.
3. New Website Response
 - a. Response has been positive. S. Vine, S. Penniman, and E. Delozier have been working together regarding improvements/tweaks/broken links. E. Delozier is working on getting our listservs moved. One request is to provide links to member libraries websites and that is being worked on.
4. Planning for Spring Program – Friday, March 15
 - Submission deadline – S. Vine reports there will likely be another proposal for a roundtable before the end of the day.
 - SIG outreach
 - L. Howald intends to open registration on Tuesday and requested a blurb about the speaker from the program committee. Josefine will provide the schedule that the committee agrees upon early next week.
5. Fall 2019 conference date – Oct 25

- a. Ron from the hotel has been in touch with S. Vine and L. Howald regarding the Fall conference date which is now set for October 25th.
6. Other topics?
- a. L. McDaniels reports not getting an email announcing the Spring conference date. S. Vine will forward information to her and E. Delozier can check to see if she is on the listserv.
 - b. J. Smith reports sending messages to the listserv that don't always go out. We will include options for joining or confirming participation on the listserv at registration and on the registration form. Also we will ask if people would like to be added to a SIG email group.
 - c. S. Penniman recommends attempting to recruit new program committee members. We will include a call for participants on the registration form for the Spring meeting.
 - d. L. McDaniels requested the font on name badges be larger for the next meeting. L. Howald and all in agreement.
7. Adjournment – Next meeting is in person on Friday, May 17th
- a. We will look to meet at Harrisburg University.
 - b. Adjourned at 1:27PM