

ACLCP Executive Committee Meeting Minutes

Oct. 28, 2022, at 1 p.m. via Zoom

In attendance: Maureen Bentz, Scott Denlinger, Sarah Penniman, Linda Poston, Josefine Smith, Martha Stevenson, Jennifer Strain

Budget

Scott reported the following balances:

- Checking account: \$8,483.36
- Savings account: \$55,892.85
- Encumbrances: \$0.00

Scott will send an expense breakdown in advance of the Deans and Directors meeting to facilitate a discussion on dues.

Fall Conference

Jen reported the following cost estimates for a total spend of \$4,957.50 (\$101/attendee):

- Panelists: \$500 honorariums (3 panelists)
- Food: \$34.50 per person (52 attendees)
- Parking: \$1,560 (if all attendees drive separately and choose the \$30/hour garage)

Jen will arrange discussion groups based on attendees' interest, as opposed to formal SIG meetings. Most groups will meet in the large auditorium, so participants may circulate among groups.

Maureen will compose some questions for the panelists. Linda will create some get-to-know-you questions for the board game activities.

Scott suggested using the ACLCP Expense Voucher for parking reimbursements.

Deans and Directors Meeting Agenda

Suggested topics of discussion:

- Dues
- Administrative Assistant position – still open!
- Conference feedback
 - o Preferences for in-person, hybrid, or remote format for spring
 - o Sites for future in-person conferences – call to libraries to volunteer!
 - o Topics for future conferences – current challenges and educational opportunities

Respectfully submitted, Sarah Penniman, Secretary