

Interim Committee Minutes  
August 21, 2001  
10 AM, UL 1115N

Attendance: Bruce Bates, Debra Brookhart, John Cooper, Dawn Huckelberry, James Kendrick, and Alice Warner.

Facilitator: Bruce Bates

Recorder: Debra Brookhart

Bagels thoughtfully provided by the "Bagel Empress."

#### Composition

- We are an interim committee rather than a governing body
- We will meet weekly for 1 hour on Tuesdays 2:00-3:00 pm
- In the committee 4 members in attendance equals a quorum
- A yes vote from 4 members passes a vote
- Committee minutes will be circulated to the 6 members of the committee via email
- Bruce is the leader of the committee and the job of recorder rotates

#### Issues

These are items that will form the basis for the organization's mission statement and were originally made during the CL, TE, and PA meeting during Organizational Week. Other items suggested fall under these categories.

- Training
- Recognition
- Representation
- Social
- Fundraising
- Information Sharing

#### Name the Organization Contest

- Two parts: What do we call non-librarian staff and What do we call the organization
- Dawn will email announcement to staff
- Deadline for entry is September 1<sup>st</sup> and the committee will decide the winner
- Winner receives recognition and the knowledge that they contributed to a worthy cause

#### Other discussion topics:

- Issues to deal with regarding the large organization include deciding how many constitute a quorum and how many meetings without a quorum present disbands the organization

- How involved (if at all) should non-librarian team leaders be in the organization – Bruce will talk to some non-librarian team leaders and report back to the committee

#### Agenda for August 28, 2001 Meeting

- Draft a mission statement and send it out to non-librarians for comment
- Start preliminary work on the bylaws
- Alice will send out a copy of some generic bylaws and James will hand out copies of other organization's bylaws