I. Welcome and Introductions

II. Review Membership Committee Charge

III. Continuing Business

1. ANSS Social debriefing (Dallas): The ANSS Social at Sol Irlandes had a great turnout this year. There were around 22 people, which is the same number of ANSS-affiliated people who came to the joint social at Annual in 2011. Helen did an excellent job planning the Social, which was held at a great place, with great ambiance, weather and service.

2. Membership Survey follow-up and planning for future survey(s): Membership will work closely with the ANSS Executive Committee to plan another survey for Spring 2013. Members agree that holding a survey every other year is sufficient.

ACTION ITEMS:

A) Jen D. will talk to Terry Epperson about promoting the survey pre-advertising and publicity; save the date for virtual meetings talk.

B) Jenny B. and Jen D. will write follow-up article for “ANSS Currents” about what has been done as a result of the survey.

3. Review new and reinstated members, May 2011 to November 2011: Membership is holding steady at 460 as of November of this year. One less organizational member this year, which puts it at 36. ANSS Facebook is at 117 likes. Annie P. has written the new and reinstated members letters for the past year.

ACTION ITEM:

A) Helen C. will start writing the new and reinstated members letters beginning in January 2012.
4. Ambassador program review: While no one contacted us to participate in the Ambassador program for this conference, all members present felt we should continue to promote this program.

**ACTION ITEMS:**

A) Jenny B. will mention the program in “ANSS Currents”

B) Helen C. will send direct email to new members in May in anticipation of ALA Annual in June.

C) Jen D. will mention it in upcoming virtual meeting.

**IV. New Business**

1. Discussion of creating guidelines for venue selection for the Social: We discussed the dos and don’ts of planning the ANSS Social. It was agreed that we should create a tip sheet that would be posted on ANSSweb that will serve to pass on institutional knowledge. Jenny and Helen both reported having communication/emails from larger sections that they will share to add to the tip sheet.

**ACTION ITEM:**

A) Helen C. will be lead on creating the page for ANSSweb. The rest of the committee will contribute their knowledge.

2. Planning for 40th anniversary of ANSS/Social in Anaheim: The Membership Committee will be involved with the planning of the ANSS 40th Anniversary Program/Social/Event in Anaheim. Most of us have joined the ANSS 40th Celebration Workspace in Facebook (http://www.facebook.com/groups/249440651741672) and attended the planning meeting in Dallas. We will take our lead from this “super committee” planning group. Our ideas included a Sunday walk or breakfast, a visit to the Disney Archives, a hotel reception that would allow for more socializing, etc. It was also suggested that we plan a paid-for walking tour or riverboat tour or the like.

**V. Concluding Business**

1. We talked about how the schedule for the Membership Committee meeting regularly goes up against the ANSS Executive meeting. Since so many Membership members are so active in other committees and/or hold leadership positions, this is problematic. We discussed it with the ANSS Chair and it was resolved.
ACTION ITEMS:

A) Annie P. will put out an email to all members of the committee to gauge interest in holding virtual or hybrid meetings at Midwinter or other times in the year.

B) Annie P. will write minutes.

C) Jenny B. will write Membership Committee meeting summary for “ANSS Currents”.