

Minutes from ANSS 2013 Conference Planning Committee

June 29, 2013

Present: Katie Elson Anderson (co-chair); Anne Larrivee (co-chair); Hailey Mooney; Beth Avery; Helen Clements; Jen Darraugh; Pauline Manaka

MINUTES:

JoAnn Jacoby had previously volunteered to take a tally of people attending the conference program

Beth Avery had volunteered to write follow-up report (due July 19th). She also volunteered to write up a small blurb for *Currents*

Discussed feedback for next year's committee such as:

- Push for more virtual flyers rather than photocopied flyers (expensive)
- Ensure that program topic aligns with ACRL goals
- Create a solid archive for future conference planners to use as a reference (perhaps dropbox)
- Google Hangouts was a helpful virtual platform for meetings

Hailey volunteered to take photographs of the panel speakers

Katie volunteered to update Twitter feed during the program

Helen volunteered to help pass around the microphone during the question portion of the program

Discussed order and timing of program: Introduction, Jen presents (5 minutes), Anne introduces speakers (5 minutes), speakers present in alphabetical order (15 minutes each), questions (30 minutes)

Anne volunteered to write a thank you note to each one of the panel speakers and will eventually write to ACRL about feedback for future programming