

DRAFT ANSS Review and Planning Committee Minutes
ALA Midwinter Meeting
Philadelphia, PA
Anthropology and Sociology Section (ANSS)
Association of College & Research Libraries
Monday, January 27, 2013, 8:30 a.m.-10:00 a.m., Philadelphia Convention Center,
Room 302

Present: Katie Anderson (recorder), Jen Darragh, Erin Gratz, Pauline Manaka, Chris Smith
The meeting began at 8:31

1. Approve Agenda: Jen moved to strike #4 from the agenda. This was approved.
2. Minutes: The minutes from annual will be sent out via email or review on ANSS web. Any changes should be sent to Katie.
3. ANSS Manual Revisions/Additions: The ANSS manual was reviewed and the committee made changes, some highlights and discussions are below.
 - a. The committee identified sections of the Manual for Officers to be revised.
 - b. Mentions of Sections Council changed to reflect the new name of Communities of Practice
 - c. There was a discussion regarding the wording for the reimbursement section and the differences in promotion materials/funding/departamental reimbursement and personal reimbursement. Jen will check with Megan about clarification regarding reimbursement.
 - d. Committee chairs will receive the section on their committee from the manual and be tasked to review the charge and provide any additional information/and or essential tasks. A checklist can be added for committee chairs.
 - e. Reviewed checklists for officers. Officers will be sent their checklists for review.
 - f. Jen will complete the changes and send the revisions to the group for review.
4. There was a discussion regarding the current state of toolkits and how to move forward.
5. Jen suggested that Review and Planning move their meeting to Sunday and give Executive the longer timeslot of 8:30-10:00 on Monday. The group agreed and this will be requested.

The Meeting was adjourned 10:00