

Minutes – INCOL CE Meeting
Thursday, November 3, 2011
Notes taken by Janine O.

Present: Carlie Hoffman, Chair (Spokane County Library District), Paul Victor, Co-Chair (Eastern Washington University), Melissa Crooks (Coeur d'Alene Public Library), Steve Borelli (Washington State University), Janine Odlevak (Spokane Community College)

Mailing List

Mailing list will be updated to reflect current INCOL CE members and representatives. We will contact Stevens County to see if they have a rep. they would like to send, and double-check that all INCOL members are represented by a CE Committee rep.

Chairmanship

Carlie and Paul are acting as co-chairs during this transitional period, i.e. transition from Paul as chair to Carlie as chair.

Medina

Paul is in the process of contacting Dr. John Medina (Brain Rules) and negotiating a possible lecture for Spring workshop. We would like to invite non-library faculty and staff to attend a presentation by this prestigious and popular author. We will need to investigate how we would structure registration fees for non-library attendees. Location under consideration: Paul will contact WSU Riverpoint as a possible venue. Possible dates were discussed.

Template Calendar – making our lives easier

Steve B. will be the lead on creating a template calendar which we can use for scheduling any event. The template will include area conferences and other pertinent events (LOEX, ALA, ACRL, PLA, WLA, etc.).

Marketing

Marketing was discussed. For speakers like Medina, we may wish to advertise through radio/TV/newspaper/Inlander and consult our library's marketing dept. for contacts/strategies. We will make some changes to the workshop feedback form to include the question: "How did you hear about his event?"

Running List – Presenters

Steve B. will make a list of possible presenters for future events. We can populate this list at any point with presenters who we recommend, then we'll have it in abeyance if needed.

Other Suggestions for Upcoming Workshops

It was suggested that, within the next 6 months, we deploy another survey asking what folks want presented. From current feedback, Customer Service is often the response. We are unclear exactly which aspects of customer service are desired. On workshop evals, we'll try

creating suggested categories for members to respond to; this tactic might elicit more useful feedback.

It was reported that in the past, the two CE workshops were split in audience: one primarily for academic, one for public. We thought we might adopt an annual split of a different type: one season lecture format, one season hands-on workshop.

Review of Evals for Linda Clark (Census)

Responses were favorable overall. The space and equipment were great. Too much food for the amount of people. We may want to discuss with Tami if we can spend less and have less left-over for future events.

The next meeting date and time will be decided after we hear back from Paul about John Medina.