

Attendees:

- Julie C. – Council Member
- Julie O. – Council Member
- Gregory – Council Member
- Julie Y. – Council Member
- Chane – Council Member
- Jim – State Librarian
- Robert – GRS Program Manager
- Alice – GRS Member
- Jerry – GRS Member
- Brian – GRS Member
- Luis – GRS Member / Recorder

General Update (Robert)

- Team position descriptions finished – Ongoing training for changed descriptions
- Legislative library closing soon – Good experience, more information once the assignment is completed
- Performance Recognition Award
 - o OSL has approved the program
 - o Robby first person to be recognized (\$25.00 Borders gift card)
- Budget
 - o GRS lost vacant position SLS1
 - o At least ½ of the lost position workload has been distributed among the rest of the team
 - o Not able to use volunteers to completely cover lost position’s responsibilities
 - o Budget spreadsheet (review/explanation)
 - o Budget cuts memo/email (review/explanation)
 - o Budget cuts section on the SEIC website

Council recommended:

- Reduce the budget cuts section of the SEIC website down to two paragraphs.
- Move link to “other resources” to the first paragraph
- Add a note that only a portion of book 24x7 will be eliminated to avoid confusion

ACTION ITEM: Robert will check what the law library has available and make a note on the “other resources” page

- o Budget Note (review/explanation)
 - o Jim meeting with key governor’s office staff to determine pros, cons and recommendations for items indicated in the budget note
 - o Jim used Budget note # 1 – C as an example on how OSL and other agencies have been looking for ways to improve efficiencies and reduce redundancy
 - o Jim emphasized the importance of digitalization for preservation purposes

Outreach Update (Alice/Jerry)

- Champion Program update by Alice
 - o Program renamed to Friends of the OSL
 - o Packets, distribution plan and materials presented
 - o Kickoff by the end of the biennium

Council approved Program

- Newsletter presentation by Jerry

Council recommended:

- Keep same look & feel of “Friends of the OSL” materials for consistency
- Distribute newsletter every quarter with potential supplements
- Add historical facts and pictures to attract attention
- Add information regarding ongoing art exhibitions at the OSL building

ACTION ITEM: Council member Julie Curtis will provide learning materials to assist improve newsletter formatting

Customer Satisfaction Survey (Robert)

- Results
- Participation
- Lessons Learned

Online Services Update (Brian)

- eClips Blog site presentation
 - o Jim recommended to change page title from eClips to OSL eClips

Council recommended:

- Add additional “Editorial Policy” information to the About page
- SEIC site changes presentation

Council recommended:

- Change blossoms picture
- Registration page changes presentation
 - o Council approved changes

FY2012 Planning (Chane)

- Council approved current members – Motion passed
- Julie Yamaka new council chair – Motion passed
- Upcoming meetings – September ‘11, early December ‘11, March ‘12 and June ‘12

- ACTION ITEM: Robert will work on a new final schedule for upcoming meetings

MEETING ENDED @ 11:05 am