Coordinating Committee Meeting

Minutes of the Meeting held on June 12, 2018 2:00pm @ CDLC

Lisa Poli called the meeting to order at 2:00 p.m.

Attendees: Kathy Corbett, Donna Craver, Jean Guyon, Giovannine Matheron, & Lisa Poli, & Fiona Steacy

I. Approval of the minutes of the 05/15/2018 meeting
   i. G. Matheron noted a misstatement in the meeting minutes.
   ii. J. Guyon will update and send out to CALA list.
   iii. G. Matheron will post to the Facebook page and will forward to C. Degonzague to post to the LibGuide.

II. Report from Coordinating Committee Chair
   i. L. Poli had received an email from Carol Jewell (University at Albany) about a possible workshop on writing poetry for healing that was suggest to J. Guyon. Carol said to reach out to her if the committee had any questions.

III. Committee Reports
   i. Membership: K. Corbett reported no new members.

   ii. Secretary: G. Matheron reported that she is back from maternity leave.

   iii. Treasurer: K. Corbett reported a balance of $128.86

   iv. Web/ Media Coordinator: G. Matheron reported that she has begun posting on the Facebook page again since return from maternity leave.

IV. Old Business
   i. Fall 2018 workshop

   ➢ Topic: Organizational Time Saver
     o J. Guyon contacted those who presented this topic at the University at Albany on June 7th. She emailed them discussing the information on the
workshop and asked if they would like to present to CALA members in mid-November for a lunch and learn.

- J. Guyon has not had a response from these presenters.
- J. Guyon will contact again at the start of the new school year if the committee has not found a presenter by then.

- **Topic: Using State or Federal Gov Docs**
  - J. Guyon discussed this with the committee.
  - Possible presenter on this topic is a colleague of J. Guyon and G. Matheron
  - J. Guyon will be in contact with C. Degonzague about what information she has.
  - J. Guyon or G. Matheron will contact the presenter if necessary.

- **Topic: Stress Relief**
  - L. Poli received a message from a possible presenter on this topic.
  - Committee will revisit if we need to.

- **Topic: Bullet Journaling**
  - G. Matheron contacted the director of the Ballston Lake Library to inquire about a presenter they used for this topic.
  - G. Matheron is still waiting for more information and will email the committee when more information is known.

- **Topic: Other**
  - F. Steacy discussed possibly being able to assist in finding a presenter to present on Autism.

- **Dates: November workshop dates**
  - K. Corbett discussed what dates are available.
  - November 5, 9, 12, 13, or 15 are possible dates.
  - K. Corbett reserved meeting room space at CDLC for these dates.

### V. New Business

#### i. Confirmation of Charity

- The committee agreed to select Grassroot Givers.
- C. Degonzague was not present to discuss what information she obtained from this group.
- The committee discussed what kind of donations we will ask for and agreed to request books and monetary donations.
- L. Poli will contact Grassroot Givers to inquire about how they handle donations.
  
  - Phone:
    - Roberta 518-817-5921
    - Mary 518-542-1276
  - Email: info@grassrootgivers.org
ii. **Committee Assignments 2018-2019**
   - Coordinating Committee Chair - L. Poli will continue.
   - Membership - K. Corbett will continue.
   - Secretary - F. Steacy will replace G. Matheron as Secretary
   - Treasurer - K. Corbett will continue.
   - Web/Media Coordinator - G. Matheron will continue.

iii. **Confirm dates for future meetings**
   - Tuesday, September 11, 2018  Committee meeting  2pm-4pm  @CDLC
   - Tuesday, October 9, 2018    Committee meeting  2pm-4pm  @CDLC

VI. **Adjournment**
   - The meeting adjourned at 3:00 pm.
   - G. Matheron, Recorder