

**Spring Executive Committee Meeting  
May 3<sup>rd</sup>, 2012, via Conference Call**

**Topic:** 2012 2013 Process Committee Task List

**Background:** In spring of 2011 the Executive Committee decided to develop a year-long task list for process committees as part of an effort to ensure that

**YALSA E**

Annual Conference  
Marketing & Local  
Arrangements  
Chairs: Allison Tran,  
[atran@cityofmissionviejo.org](mailto:atran@cityofmissionviejo.org)  
Liaison: Monique le Conge,  
[mleconge@gmail.com](mailto:mleconge@gmail.com)

Division & Membership Promotion #5 Member recruitment & engagement  
Chair: Ritchie Momon,  
[ritchiemomon@kclibrary.org](mailto:ritchiemomon@kclibrary.org)  
Liaison: Kim Patton,  
[kimpatton@kclibrary.org](mailto:kimpatton@kclibrary.org)

- Plan and implement a YALSA 201 program for the 2012 Midwinter Meeting, working with Nichole Gilbert, & Events, on logistics
- Plan and implement a YALSA 101 program for the 2012 Annual Conference, working with Nichole Gilbert on logistics
- for Membership, to recruit and prepare members to staff



Legislation  
Chair:

Nominating 2012  
Chair: Linda Braun,  
[lbraun@leonline.com](mailto:lbraun@leonline.com)  
Liaison: Sarah Flowers,  
[sarahflowers@charter.net](mailto:sarahflowers@charter.net)

<p>Nominating Governance 2013          Chair: Sarah Debraski,  <a href="mailto:slcornish@gmail.com">slcornish@gmail.com</a>          Liaison: Jack Martin,  <a href="mailto:hilliasmartin@nypl.org">hilliasmartin@nypl.org</a></p>	<p>#5 Member Recruitment &amp; Engagement</p>	<ul style="list-style-type: none"> <li>• Work with Nichole Gilbert, Program Officer for Conferences &amp; Events to schedule a committee meeting at Midwinter 2012</li> <li>• Review existing Nominating information, including the 2011 2012 Board Profile, the nominating committee manual and the nomination form.</li> <li>• Prior to the opening of nominations, inform the Web Services Manager (&amp; cc the Board Liaison) about any updates or changes to the nomination form the Committee would like to see implemented</li> <li>• In January begin seeking and vetting candidates</li> <li>• -</li> <li>• newsletter in order to inform members about the nominating process and ensure an appropriate level of transparency</li> <li>• and seek assistance from her in regards to any concerns or challenges finding candidates</li> <li>• Contact Letitia Smith and Beth Yoke to determine eligibility of potential candidates</li> </ul>
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Publications Advisory Board  
Chair: Connie Urquhart,  
[libraryconnie@gmail.com](mailto:libraryconnie@gmail.com)  
Liaison: Sara Ryan,  
[ryansara@gmail.com](mailto:ryansara@gmail.com)

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Chair: Don Latham,

Research Journal Advisory  
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Chair: Frances Harris,  
[francey@illinois.edu](mailto:francey@illinois.edu)  
Liaison:

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Teen Tech Week  
Chair: Sarah Ludwig,  
[sarah.ludwig@gmail.com](mailto:sarah.ludwig@gmail.com)  
Liaison: Priscille Dando,  
[pdando@gmail.com](mailto:pdando@gmail.com)

#5 Member Recruitment & Engagement

- In July and Aug., create content for a downloadable 2012 TTW pamphlets which will contain recommended resources for teens that are Web Services Manager, for samples of previous pamphlets and specific instructions. Submit a draft to Stephanie by Aug. 15 and a final copy by Sept. 1.
- From Aug. through March create and maintain an interactive space on resources
- From Aug. Oct., provide content for the 2012 TTW web site, as requested from Stephanie Kuenn, Web Services Manager
- Between Oct. and Feb. create content, as requested by Stephanie Kuenn for 2012 TTW e-newsletters to registrants, articles for *YALS*, etc.
- Throughout Nov. create and disseminate blog posts to promote the 2012 TTW and the opening of registration for it
- In Nov. & Dec. plan TTW scavenger hunt for 2012 Midwinter Meeting
- Throughout Feb. create and disseminate blog posts to promote the 2012 TTW and offer tips for celebrating it
- If time allows, work on updating the Tech Guides that are accessible

