

LIBRARIANS AND ARCHIVISTS COMMITTEE MEETING
19 January 2011, 9:00 to 10:00 a.m.
Room M16, The D.B. Weldon Library
MINUTES

Present: T. Adam, B. Fyfe, M. Mills, L. Olson
Regrets: D. Horoky, M. Surmacz
Recorder: M. Mills

1. Approval of the Agenda

2. Business Arising:

a. Welcome. Committee Orientation for New Members: M. Mills

- **Meeting times / location, January – June 2011.** LAC will meet every third Wednesday each month, from 9:00 – 10:00 a.m. Location will rotate; host library / steward to record Minutes. Schedule of meeting dates/locations forthcoming.
- **Committee protocol.** Regular attendance and participation in LAC Meetings expected from all stewards to ensure regular and ongoing communication across the Committee and to the Membership-at-large.
- **Review of UWOFALA steward role. Q & A.** No formal 'steward orientation' process in place for UWOFALA stewards to date. M. Mills to follow-up with UWOFALA regarding approach to steward orientation for UWOFALA stewards.

3. Chief Steward's Report: M. Mills

4. Announcements:

a. UWOFALA Committees Roundtable, rescheduled to 22 February 2011.

- Thanks to T. Adam and L. Olson who have volunteered to assist with session facilitation and recording respectively.

b. Call for nominations, 2011-12 UWOFALA Board of Directors, Executive.

- 11 February 2011 - Deadline for nominations for UWOFALA Board of Directors, Executive; UWOFALA-LA Secretary and UWOFALA-LA Speaker.
- Please forward nominations to Regna Darnell (rdarnell@uwo.ca), Chair, UWOFALA Nominations Committee by 11 February 2011.
- Stewards are encouraged to solicit nominations from the UWOFALA-LA Membership for upcoming vacancies.

5. New Business:

a. Annual Reports (for the review period 1 January to 20 June 2010) due 15 February 2011.

- Please see e-mail from M. Mills to uwofa-la@uwo.ca dated 17 February 2011 for details.

6. Adjournment

Meeting adjourned at 10:10 a.m.

7. Next Meeting:

Date: 16 February 2011.

Location: Room M15, The D.B. Weldon Library.

Recorder: L. Olson