

OWLSnet Planning Committee
Summary of Recommendations about AAC Meetings and OWLSnet Participation
May 10, 2007

- Last Planning Committee Meeting discussed governance and decision-making
 - Staff prepared background paper identifying issues and concerns about how we conduct meetings
 - No change with governance
 - Try to improve decision-making
 - Improve efficiency and effectiveness of meetings
 - Evaluate after improvements have been made

- Only hold meetings in rooms large enough to accommodate group comfortably
 - No more meetings at NFLS

- All issues and proposals for discussion should be known prior to meetings
 - Prefer that all materials go out in packet one week prior to meeting
 - All votes scheduled on agenda
 - Requires bylaws revision
 - Use official contacts for voting
 - Allow alternates

- Continue to use consensus decision making as much as possible
 - Need to inform members about nature and meaning of consensus decision-making
 - Members need to understand the responsibilities involved

- Develop basic standards for membership
 - List of membership responsibilities
 - What is expected of every member

- Develop a program or materials for new director orientation
 - Responsibilities of membership – not just how to use ILS
 - Distribute materials to all libraries
 - Offer program to any library

- Develop ground rules for meetings
 - Two rules to start
 - Only speak when recognized
 - Only one person speak at a time

- Distribute meeting reports, not necessarily complete minutes, via Network News immediately following meetings
 - Email link to minutes when they are finished