



**Engagement Committee
Minutes
Wednesday, August 10, 2022 at 2 PM**

Zoom, registration link:

<https://raillibraries.zoom.us/meeting/register/tJ0sduihrz8vHtznPWxG8IGyCrmTtuDncT9L>

I. Welcome and introductions

Present: Elizabeth Smith (PrairieCat), Chelsey DeSplinter (PrairieCat), Lisa Powell Williams (MX), Melissa Landis (PrairieCat), Dana Fine (PR)

Absent: Victoria Blackmer (CV), Rachel Ippolito (RI), Magda Bonny (PrairieCat), Karrah Kuykendall (RP), Rici Dale (RL)

II. Review charge of Engagement Committee

a. Charge: The Engagement Committee works to actively engage members at all levels, to create connections and advance the organization through activities like PrairieCat's annual conference PUG Day, peer networking opportunities, and more.

b. Meeting Frequency: Bi-monthly meetings in even-numbered months. August, October, February, April, June. 2nd Wednesday at 2:00 pm via Zoom.

III. FY23 Committee Members

Smith (PrairieCat) shared the list of committee members mentioning Powell-Williams (MX) will be stepping down after PUG Day 2022. Katelynn Clark and Kathy Peschang have joined the committee. Smith will still reach out to the membership to see if we can get a few more volunteers.

IV. Annual Strategic Plan Evaluation Survey Results – FY22

Smith (PrairieCat) shared the results of the Strategic Plan Evaluation Survey. She stated these results have been reviewed by the Training committee and the AC. Because this year the survey was sent out end of July, it did not reach the schools. We will be resending the survey once the schools are back in session at the end of August. Going forward we will be sending the survey out at the end of August. The results show that, over the past few years, PrairieCat's communication with the membership has improved. There were also a few comments about in person PUG Day. This Committee will need to re-evaluate what we were doing in person and see what would be possible for an every other year PUG Day. Fine (PR) stated it would make sense to pull back on some of the amenities offered. Powell-Williams (MX) agreed. We should focus on the networking and training. Fine stated Princeton has appreciated the virtual option.

V. PUG Day 2022



- a. Final Program Schedule
Smith (PrairieCat) shared the PUG Day session schedule along with the registration numbers so far.
 - b. Review registration numbers
Smith (PrairieCat) said we will continue to promote the sessions through email and social media to encourage more registrations.
 - c. Committee role for event
Smith (PrairieCat) explained PrairieCat Staff will run the sessions but if committee members can attend they might be able to help keep track of ideas and suggestions that come out of the sessions.
 - d. Event Survey
Smith (PrairieCat) stated that last year we did an in-Zoom survey when each session ended. Then sent out another in December to help with planning for the next year. The Committee agrees to continue the survey at the end of each session. Smith will post the survey questions in the basecamp to see if the rest of the committee members have any feedback or edits on the questions themselves.
- VI. Upcoming Member Events / Discussion
- a. Back-to-school event, Sept 2022 – Update
Smith (PrairieCat) stated that PrairieCat’s Back-to-School Event is set for September 13th with 7 people registered. PrairieCat has 32 school members, 8 are fully participating, the rest are Union List. Smith will send out another reminder email in the next week or so to hopefully catch the schools that are starting to begin their year.
 - b. Winter CE Session
Smith (PrairieCat) asked the Committee for their thoughts on a winter continuing educations session. Powell-Williams (MX) said February would be better than March for one of these sessions. Smith said that Patrick Lloyd offers a series on trauma that we could explore. Shelby from the University of Illinois Collections Care has also offered to do more sessions. Smith also suggested EDI as popular topic right now. She asked if we should we work on a networking group activity instead of CE? Powell-Williams asked if we could ask the PUG attendees what they would prefer. Smith agreed and suggested moving up the PUG Day survey to November instead of December.
- VII. FY22 Meeting Scheduled:
Next Meeting: Oct 12, 2022 at 2 pm via Zoom