



**PrairieCat PUG Day Planning Team
Agenda
January 9, 2019**

The committee will meet on Wed. Jan 9, 2:00 PM – 3:00 PM via
GoToMeeting, meeting link: <https://attendee.gototraining.com/r/7767162735311711490>

- I. Welcome and introductions
- II. Charge of Planning Team
 - a. The PUG Day Planning Team works together to finalize the venue, speakers, and schedule for PrairieCat's annual staff development day for the purpose of supporting the important work that libraries do every day. The team strives to ensure the content is balanced, relevant, and useful for PrairieCat library staff at all levels, being responsive to member needs and input.
- III. Confirm Plan for General Session
 - a. Discuss Amanda Standerfer as session speaker
 - b. Discuss honorarium
- IV. Other speakers
 - a. Amanda's Update on tracking down speakers
 - b. Anyone else's ideas going forward
 - c. Grant application Due January 31
- V. Session Idea Discussion
 - a. PrairieCat Session Ideas
 - b. Other Session Ideas and assigning tasks
- VI. PUG Day Agenda Theme
 - a. Vote on Pugs & Color theme
- VII. Next meeting: Wednesday, February 13, 2018, 2:00 PM – 3:00 PM