**LearnRT Executive Board Meeting**

**March 30, 2023**

**2pm (Central)**

Present: Amanda Standerfer (President), Brita Zitin (Secretary), Cassie Collucci (Treasurer), Amy Eiben, Colleen Hooks, Melissa Potter, Sara Gassaway, Bill Modrow

1. **Minutes** from the February 13 meeting will be approved and uploaded to Connect.
2. **Organizing**
   * Files relating to finished projects/past years were moved from the Google Drive folder to Connect. “Live” documents remain on Google Drive, for ease of access/collaboration.
   * ALA elections: We have Lindsey O’Neill as write-in candidate for VP/President-Elect, and two candidates for Member-at-Large. We never got a write-in candidate for Treasurer.
3. **Committee Consolidation**: Committee charges still need to be updated. We will have them ready in time to call for volunteers after elections.
4. **Handbook**: Bill is reviewing the 2019 version and plans to come up with a list of questions by this summer.
5. **By-laws**: The revision process is on hold until the ALA by-laws are approved in the current election, then the Round Tables can move forward with approval from their members in 2024. Danielle will help us get a Parliamentarian to review our 2022 version.
6. **Pat Carterette Professional Development Grant**: Deadline has been extended to March 31. Terry and Catherine are still on the active committee roster, and may have received applications. Amanda will check in with Terry.
7. **Newsletter**: Colleen has an issue ready to go out tomorrow, and will solicit articles for the June issue soon. Pre-COVID, that issue was printed in hard copy, and extra issues distributed at Annual. It featured a “Must-See” list to highlight our programs at Annual. We discussed doing a small print run just for the conference. Amanda can take care of the printing and transport the copies to Chicago. Colleen can always use help recruiting article authors!
8. **ALA Annual 2023**
   * Amanda’s President’s Program with Cindy Fesemyer on infusing self-care into staff development is scheduled for 6/24 at 10:30.
   * Our Executive Board meeting will be 6/25 at 9:00, in a hybrid format.
   * The Training Showcase is scheduled for 6/25 at 2:30. Presenters are lined up ahead of time. Colleen will send out an invitation in the March newsletter, and Amanda will send it via email. Board members can be there to greet people and foster connections. Amy and Amanda will work on snacks and door prizes.
9. **Open Forum**: April or May date TBA. Amanda will facilitate an informal conversation. Not limited to members; on the contrary, we see it as an opportunity to engage new people in conference programs and other LearnRT activities.
10. **Council Orientation**: The program was rescheduled to a time that didn’t work with Cassie’s schedule. She’s sending them a brief video about LearnRT instead.
11. **Other Business**: Brita is scheduled for website training on April 4, and will then be able to remove outdated content and make some updates.