Welcome/Introductions/Announcements
Houghton welcomed everybody and noted that many were absent due to illness or other conflicts.

Approval of Agenda
The agenda was approved as presented. (Eckel/Gedeon)

Approval of Minutes
The minutes of the October meeting were approved as presented. (Eckel/Gedeon)

Treasurer’s Report
Gedeon presented the report due to the absence of Smith. There have been some expenditures as well as a reimbursement from Better World Books. The Treasurer’s Report was approved as presented. (Houdek/Eckel)

Committee Reports

Events Committee
Nate Powell – Houghton has not received a final report but got the impression that everything went very well with about 60 to 65 attendees at the October 4 event. It was largely students but some staff and community people also attended. The fall semester of programming is concluded.

Behind the Scenes - Steuer is working on the March, 2013 program at the Education Library which will probably be held during spring break to facilitate parking.

Dr. Diane Dillson – The event is April 9 and the title is “The Devil is in the Details: History of the World’s Columbian Exposition of 1893.”

Annual Meeting – Houghton reviewed past annual meeting events. She proposed an idea for a program, “A Salute to the Grand Lady and One of Her Friends” which would commemorate East Hall and North Hall and likely be one of the last times the public may be able to access these largely inaccessible buildings. Carlson is in agreement and will contact building coordinators. The challenge is lack of accessibility in both buildings. Possibly the Tuesday or Thursday May 14th or 16th which would be after the Medieval Congress. Carlson even wondered about having
somebody talk about educational history and focus on the portions of East Hall that are most reflective of John Dewey’s ideas about education and the space where it occurs. There was discussion about the future of East Hall and North Hall. The project seems to be stalled at this point. The consensus was to pursue this idea for the annual meeting.

**Web/Marketing Committee**

Houghton needs to talk to Steuer about the website. There was discussion about publicity for the programs and appropriate venues.

*Friendly Notes* - There was discussion on the role of the Friends and Lou Morgan. The Friends will prepare the content and turn over design/production to Lou Morgan. There will be something about the two events in the spring, including the annual meeting. Houtgon will contact Sachs about Night of the Research Paper for a brief article for *Friendly Notes*. The Friends provided funding toward the refreshments for the 90 to 100 people who participated. Eckel noted that many people who attended did not realize that the library will perform this service for anybody at any time. In fact, Dean Reish has suggested a title for the article, “We Do This Every Day” to get the point across. One of the ideas that Houghton and Steuer talked about was a “Did you know?” feature that would include quick facts about the University Libraries. Gedeon suggested that Sachs and Langan would have information about trainings for First Year Experience. Houghton would also like to feature an update on the *Gazette* archives project

Membership Brochure – Houghton would like to revisit this before the end of the year. It probably needs redesigning and the information may need to be updated. Several outdated references (sorting books, contact information) were noted. Morgan can take the content and work with the design aspects.

**Student/Staff Awards Committee**

Eckel will talk to Regina Buckner to find out if there are any plans to offer it this year. Houdek suggested that this be included in the list of available scholarships.

**New Business**

Eckel will eventually follow up with the faculty in Anthropology for possible dates for talks next year.

The meeting adjourned at 3:00 p.m. (Eckel/Gedeon)

The meeting was tape recorded and Carlson prepared minutes.