LSA Initial Meeting
July 13, 2016
Present: Leah Nelson, Marianne Reed, Mary Ann Baker, Ann Snow, Greta Kliewer

Agenda:

Review of our charge
Discuss how to proceed with outstanding issues for LSA that were tabled when the new Code was written:

LSA committees – There currently are no LSA-only committees, though LSA members serve on LFSA committees.

Representatives from the membership on LSA Exec?
Scheduling a LSA general meeting

Other business?

Scheduling future LSA Exec meetings

The group discussed the need to encourage LSA members to serve on LFSA joint committees, since they do not have the same service requirements that faculty do

The group discussed finding liaisons to the Organizational Development unit, as well as to the Library Faculty Assembly (LFA). Leah Nelson volunteered to act as liaison to LFA in order to pass information between the two assemblies. Marianne moved that Leah be appointed Liaison to LFA, and Greta seconded this motion. The group voted and the motion passed. Leah will be able to call on another attendee if she is unable to attend LFA meetings and pass information back to LSA.

The group discussed methods for allowing the membership of LSA to contribute ideas for work of the LSA body, primarily focused on which committees LSA might wish to create, and how LSA might go about selecting 3-4 representatives for staff throughout the libraries to pass on governance information and raise issues from the membership as needed. Ideas included:

- anonymous survey
- Google doc
- E-mail responses

Further discussion followed regarding how representation of staff to LSA Exec might work.

- Representatives would be part of the Executive committee and would act as conduits to the LSA membership, taking information and concerns back and forth between the body and the Executive committee
- Would be voted on
- Questions were raised, including:
  - How should the LSA body be divided for representation?
  - How would these representatives communicate to LSA?
The executive committee maintained that it is important to have a personal connection to governance in order to feel informed and involved. Discussed having a letter of consent to participate in governance. Meet early next week to decide how to proceed with soliciting ideas.

Need to get volunteers for committees – Marianne to put out a call for nominees/volunteers. Help encourage people to participate for current openings.

In the future, action items will be listed at the bottom of meeting minutes.

**Action items**
- Marianne to create LSA e-mail list (KULIBSTAFF-L@list.ku.edu)
- Group to contact members of standing committees with an LSA opening to demonstrate what it’s like
- Greta to schedule meeting next week to discuss 2 potential LSA charges (Committees, Representation)
- Greta to schedule LSA monthly meeting