Planning & Resources Committee (PRC)
Wat 455- Thursday, January 26, 2012, 1-2pm

Present: Altman, M.; Back, A.; Emde, J.; Garrison, W.; Richey, J.
Absent: Glover, K.

Purpose of today’s meeting: Address action items from last month’s meetings

Establish note taker: Molly

Agenda Items:

1) Choose a PRC chairperson
   a. Committee would like to ask Kim Glover if she envisioned being the PRC chairperson

2) Choose someone to attend LFPA meetings
   a. Wade volunteered to represent PRC at these meetings

3) Summation of committee members’ volunteered years of service:
   a. Molly 2, Wade 1, Judith, 1, Jim 2, Andi (dependent upon Kim’s input)

4) In an effort to clarify PRC responsibilities, the committee discussed the following topics:
   a. Is there an evaluation process needed for Internal plan/Campaign priorities?
   b. Should the committee monitor things that aren’t being acted upon?
   c. Do we need to identify funding sources?
   d. What are the procedures for collecting staff input?
      • Overall, PRC sees a need for an expanded, detailed explanation of committee’s responsibilities

5) PRC discussed Campaign Priorities:
   a. Where is money coming from; percentage from endowment?
   b. Committee thought it might be helpful to obtain a copy of Shannon Royer’s breakdown of money distribution throughout KU Libraries (presented at end of FY 2011)
   c. Does Rebecca want PRC to provide enhancements of Campaign Priorities?
   d. Are there other avenues, such as Spencer collections to digitize?
   e. Should we look into what other libraries are doing?
   f. Should PRC have a detailed list of the intended distribution of funding within each Campaign Priority to better identify specific opportunities?
6) Committee would like to clarify PRC priorities/goals with Rebecca in a meeting or through written instruction. Possible topics include:
   a. The intended pathways available for library staff to identify needs and ask for resources
   b. Possible involvement of Kent Miller in discussions

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<tr>
<th>Action items identified during meeting</th>
<th>Who</th>
<th>When</th>
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<tr>
<td>Decide on a chairperson for the committee</td>
<td>Andi/Kim</td>
<td>By next meeting</td>
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<td>Ask Shannon for presentation on budget and distribute to committee</td>
<td>Molly</td>
<td>By next meeting</td>
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<td>Schedule next meeting, including Rebecca Smith</td>
<td>Andi</td>
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