



Learning Resources Commission

Executive Committee Phone Conference

December 17, 2015

Minutes

- Kendra started the meeting at 9:15 a.m.

In attendance: Kendra Auberry, Chair (IRSC)
Mary Ward, Vice Chair (FSWSC)
Lena Phelps, Webmaster (SFSC)

Absent: Joan Moore, Secretary/Treasurer (SFC) –unable to log in

- Lena talked about her duties this past year as secretary/treasurer, which included sending email blasts to members (training via Adrienne Bryant), taking minutes of all meetings (virtual and face-to-face), touching base with Eileen Johnson for treasurer reports. As webmaster, Lena will maintain the commission's webpage on the AFC website.
- Kendra will work with Mary throughout the year to prepare her for the chair position in 2017.
- Exemplary practice awards were discussed and a timeline and goals need to be created.
- There were only 6 responses to the survey for a theme for the spring conference; however, several volunteered to serve on the committee. Kendra will send out the results.
- Mary suggested Google Docs for communications for Steering Committee and Google Hangout for virtual meetings. Lena will need to see if Hangout is supported by her college.

Adjourned at 9:37 a.m.