

RBMS/SAA Joint Task Force (Standardized Holdings Counts and Measures)
Notes from our 19 January 2017

Attending: Martha Conway, Rachel D'Agostino, Lara Friedman-Shedlov, Angela Fritz, Emily Gustainis, Haven Hawley, Lisa Miller, Katy Rawdon, Cyndi Shein

1. Handling feedback/comments on the proposed Level 1 guidelines

Martha is placing all comments rec'd in [this shared document](#). Martha or Emily is sending (copying the other) a "thank you for your comments" message to those who provide comments. We agreed to look at the comments regularly, in order to (1) be aware of those that need to be considered in our work on the Level 2 guidelines and (2) identify as soon as possible issues, concerns, etc. that may require lots of work on our part to address. We also agreed to issue a "reminder to comment" approximately two weeks before the Friday 3 March deadline for comments.

2. Planning for the Level 2 guidelines

We discussed the need to get to work on the Level 2 guidelines, and strategies for working "more and better" in order to have something in the way of Level 2 guidelines by the end of August, when -- unless we request an extension -- we as a Task Force "expire." We agreed to participate in additional, scheduled meetings that will function as "work sessions." Martha will send a Doodle poll to identify some days and times that should work for most of us most of the time.

3. ALA Midwinter Meeting

Martha and Haven will be present and will capture any and all comments, questions, concerns, and suggestions that are brought to our attention.

Next scheduled meeting: Thursday 9 February @ 1:00 EST via conference call.