

**RAAC Steering Committee Meeting (via conference call)**  
**Minutes**  
**January 22, 2019**  
**3:00 p.m. EDT (2:00 p.m. Central)**

**In Attendance: Liz Francis, Kayla Harris, Mary Rubin, Michael Law, Laura Sullivan,**  
**Absent: Philip Skroska**

**\*This meeting look place one month after the previous meeting and the holidays were during that time as well.**

- I. Approval of SC meeting minutes from December 18th, 2018
  - A. Delayed due to lack of quorum of people that attended the meeting.
- II. Reports from Co-Chairs (Mary & Philip)
  - A. No report.
- III. Subcommittee Reports
  - A. Advocacy (Philip)
    1. Absent from meeting, no report provided.
  - B. Disaster (Liz)
    1. No report.
  - C. Education (Michael)
    1. New. Welcome, Michael!
  - D. Grant (Laura)
    1. "updating the subcommittee's microsite listing national & state granting agencies, and will be having a conference call on January 24<sup>th</sup> to identify any other priorities to focus on"
  - E. Membership (Kayla)
    1. Asking members to giving preferences for 2 subcommittees.
    2. Created a short doc on updating regional directory.
  - F. Public Awareness (Mary)
    1. No report.
- IV. Joint Advocacy Working Group Report (Rachel)
  - A. No report.
- V. Joint Group w/ CoPP, CoPA, I&A, RAAC (Mary)
  - A. No report.
- VI. IMLS Coalition Report (Philip)
  - A. Absent from meeting, no report provided.
- VII. NCH Report (Philip)
  - A. Absent from meeting, no report provided.
- VIII. SAA Council Liaison (Melissa)
  - A. No report.
- IX. Old Business
  - A. Ad-Hoc Bylaws Committee
    1. Michael to help in March

2. Questions:

- a) Is the new representative automatically the chair? No.  
(1) Need to distinguish chair from representative.

B. Member response rates

X. New Business

A. Elections

- 1. Call on April 1 with voting on May 1

Adjourn 3:36

Next Meetings:

Tuesday, March 26, 2019 3 pm - 4 pm EDT

Tuesday, May 28, 2019 3 pm - 4 pm EDT

Tuesday, July 23, 2019 3 pm - 4 pm EDT \*\*only 1 that is not the 4th Tuesday due to Annual Meeting