

Meeting date: Monday 12 February 2018

Location: Bunjil Place (2 Patrick NE Dr, Narre Warren)

Time: 10am-1pm

Item	Notes	Action	By
Attendance & Apologies	Attendees: Oleysha Zavinski (Greater Dandenong), Susan Bentley (Frankston), Rosemary Clarke (Hobson’s Bay), Marieclaire Baird (Yarra Plenty) & Cory Greenwood (Yarra). Apologies: Celia Rice (Moonee Valley), Erin Commerford (Casey-Cardinia), Anne Ford (Vision) & Kylie Carlson (Yarra).		
Confirmation of minutes	Minutes from Monday 18 December (circulated with Feb agenda)		
Business Arising	<div>1. Documents for review: Libmark Mission and Terms of Reference (Terms of Reference MIA?? Potential for us to develop new?)</div> <div>2. LibMark Conference 2018 - “Call it what we want” (Discuss progress on keynotes/theme ideas)</div> <div>3. Call for members campaign Bring ideas for constructing a callout/email for new members</div> <div>4. Project for LibMark group – update from Felicity Macchion/Exec</div>	<div>1. Susan and Rosemary both shared Terms of Reference/Objectives that will be used to create a new Mission. Cory to create Google Doc for collaboration.</div> <div>2. Roundtable on theme of conference, committee to reach out to find keynotes/partners. Cory to contact ICT Group about possible co-hosting.</div> <div>3. Once our Mission statement has been updated, Cory to distribute call for members via PLVN lists and Kylie to share on Facebook. Also decided to refresh our look; Cory to mock-up some designs.</div> <div>4. No executive meeting since last meeting – rolled over to next meeting.</div>	<div>End of Feb</div> <div>Feb/Mar</div> <div>Feb/Mar</div>
Guest speakers	Tour of Bunjil Place		
Other business	Information sharing and updates round table		
Next meeting: Monday 9 April, MAV Building (60 Collins Street Melbourne), 10am-1pm			