



SOUTHEASTERN NEW YORK LIBRARY RESOURCES COUNCIL
21 S. ELTING CORNERS ROAD – HIGHLAND, NEW YORK 12528-2805
Telephone: 845-883-9065 Fax: 845-883-9483
<http://www.senylrc.org>

TO: Continuing Education Committee
FROM: Cheryl Felmlee
RE: CALL TO MEETING

The Continuing Education Committee is scheduled to meet:

DATE: Tuesday, January 17, 2006
TIME: 1:30 pm – 3:30 pm
PLACE: Southeastern New York Library Resources Council

Committee Purpose:

Assess the training needs of librarians and other library staff within the region and develop and organize educational programs for that staff.

Desired Outcomes:

- Identify issues from survey results
- Develop a marketing plan for CE: 1.) Review current method of publicity, 2.) Identify new target audiences and 3.) Consider ways to reach new target audiences
- Introduce outcome-based evaluation with thoughts toward redesign of the evaluation form

AGENDA

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| 1. | Meeting set-up and introductions (CF) | 10 min. |
| 2. | Approval of minutes from the Nov. 29, 2005 meeting (CF) | 5 min. |
| 3. | CE Report (JF) | 15 min. |
| 4. | Survey results (CF, JF) | 20 min. |
| 5. | Break | 5 min. |
| 6. | Marketing planning (CF, JF) | 45 min. |
| 7. | Program Evaluation (RG, JF) | 15 min. |
| 8. | Meeting wrap-up (CF) | 5 min. |