

CEAL Executive Board

Meeting I

March 29, 2011

10:00am-12:00pm

Hibiscus Suite 1-2

Hilton Hawaiian Village

Agenda

- 10:00-10:05 **Welcome and Agenda Review**
- 10:05-10:15 **Election Results and Issues**—Cathy Chiu
- 10:15-10:20 **Orientation of New Members**
- 10:20-10:50 **EBSCO Access to JEAL** – Gail King
- 10:50-11:05 **Luce Foundation Grant Opportunity**—Peter Zhou
- 11:05-11:15 **CEAL/LC Internship Program**—Sarah Elman, Kris Troost
- 11:15-11:30 **CEAL Directory Issues**—Hikaru Nakano, Ai-Lin Yang, Rob Britt, Gail King
Goal: better define and document the roles, responsibilities, and the workflow between EB members (Treasurer, Membership Chair, JEAL editor, & Library Technology Chair)
- 11:30-11:35 **Recognition of Outgoing Executive Board Members**
- Cathy Chiu (Member-at-Large)
 - Sarah Elman (Technical Processing)
 - Hana Kim (Korean Materials)
 - Yasuko Makino (Member-at-Large)
 - Haruko Nakamura (Japanese Materials)
 - Eiko Sakaguchi (Public Service)
 - Kris Troost (Past President)
 - Kuang-tien Yao (Chinese Materials)
- 11:35-12:00 **Parting Words by Outgoing Members**
Each outgoing member is invited to speak 3-5 minutes on any or all of the following:
- Any unfinished business or issues to pass on to the successor
 - Advice to the Board and/or to the successor
 - Achievements most proud of and/or regrets
- 12:00 **Adjourn**

CEAL Executive Board

Meeting II

March 30, 2011

8:00am-9:00am

Iolani Suite 5-6

Hilton Hawaiian Village

Agenda

- 8:00-8:03 **Welcome and Agenda Review**
- 8:03-8:10 **Introductions and Welcome to New Board Members**
- 8:15-8:20 **Housekeeping**
- Email list of all Board members
 - Communication protocols
 - ✓ Email
 - ✓ Annual reports
 - ✓ Minutes
 - Volunteers for the Asian Librarians Liaison Committee meeting
(Saturday April 2, 2011, 12:00pm – 1:30pm, Room 303B)
- 8:20-8:30 **Issues with Credit Card Payments—Ai-Lin Yang**
- 8:30-8:40 **CEAL Web—Rob Britt**
- 8:40-8:50 **Future of CEAL Fellowship Dinner—led by Ying Zhang**
- 8:50-9:00 **Goals for Next Year (If time permits)**
- 9:00 **Adjourn**