

Southern System Planning  
 Thursday, August 12, 2010  
 Knights of Columbus Hall  
 1501 W Fayette, Effingham, IL  
 1:30 – 4:30 PM

**Meeting Purpose**

The purpose of this meeting is the organization of the southern System Planning panel,

**Desired Outcomes:** By the end of the meeting

- Approve minutes of last meeting,
- Understand issues and questions of members.
- Review the System Law and administrative rules on Merger and Memo from Anne
- Agree on-Member Input section of the Planning document
- Agree on “rules of engagement for Public Input.”
- Review and revise the planning document
- Agree on Subcommittee structure and charges for subcommittees
- Received comments from non-panel representatives

Agenda			
Topic	Process	Who	Time
Start Ups: Introductions Purpose Desired outcome Agenda/Additions?	Present Check for agreement	All	14 minutes
Approve Minutes of July 14 Meeting	Review Minutes Approve	Panel Facilitator Recorder	3 minutes
Report on Issues-from Member Libraries	Updates – LCLS, LTLS, RPLS, SHLS Q & A Review & Follow-up	Panel Reps __ Facilitator __ Recorder	15 minutes
Review proposed revised planning document Member Input Section Rules of Engagement for Public Comment	Review document Revise Agreement	__ Presenter Panel __ Facilitator __ Recorder	15 minutes
System Law/Administrative rules, & Anne Craig Memo dated July 19, 2010	Review Questions /Comments Review & Follow-up	__ Presenter Panel __ Facilitator __ Recorder	15 minutes
Subcommittees/ Working Groups Definition, Subcommittee Charge Timeline,	Review Proposal Q & A List proposed revision	__ Presenter Panel Facilitator Recorder	20 minutes
Public Comment on Subcommittee/ Working Group proposal	List Comments Clarify	__ Facilitator Audience Panel __ Recorder	10 min

	<b>BREAK</b>		<b>15 minutes</b>
Subcommittees/ Working Groups Definition, Subcommittee Charge Timeline, Appointments/Volunteers	Review Panel Changes proposed Review Public Comments Revise Form Subcommittees Agree	Panel __Facilitator __Recorder	20 minutes
What information does the panel feel they still need?	List Clarify Prioritize Agreement	Panel __Facilitator __Recorder	10 minutes
Review Bin Next steps-	List Clarify Agree	Panel __Facilitator __Recorder	5 min
Organizational Meetings of Subcommittees	Discuss Agree	__Facilitator Panel	20 minutes
Reports from Subcommittees	Update Q & A	Panel	8 minutes
Review of facilitation by Panel	Plus / Delta	Panel __Facilitator __Recorder	5 min
Meeting Review including facility	Plus / Delta	Panel __Facilitator __Recorder	5 min