

GODORT Technology Committee
via Zoom
September 19, 2023, 11:00am EST

In attendance:

- Samantha Hager (chair)
- Michelle Donlin
- Suzanne Reinman
- Kelly Bilz

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- Introductions
 - Secretary appointed: Kelly Bilz
 - Meeting frequency: bimonthly, email updates
 - Web Assignments Review
 - [Tech Comm web work assignments spreadsheet](#) on Google Sheets
 - Members to contact committee chairs for web assignments to remind them to review webpage and reach out with any changes to godorttechnology@gmail.com
 - Samantha will send out an email template (including a space for the committee webpage URL to be reviewed) to committee members.
 - Samantha will also review the web assignments list (e.g., conference schedules page, which is now on a LibGuide).
 - Reminder to use [file naming conventions](#) for minutes (in Technology Committee LibGuide)
 - Update from Steering Committee:
 - Program ideas for Help! webinar – email Kate Tallman (kathryn.w.tallman@colorado.edu)
 - Task Force to review GODORT structure – email Ben Aldred (baldred2@uic.edu)
 - Update from Social Media Committee
 - Neither Suzanne nor Kelly received information about their meeting.
 - Samantha will follow up with their chair.
 - [Best Practices for GODORT LibGuides](#) – review
 - 3 sections are left needing content.
 - Samantha will add content and send to committee members.
 - Committee members will review content and share feedback at the next meeting.
 - Organization of GODORT LibGuides homepage/landing page: think about more user-friendly design
 - [GODORT Technology Committee LibGuide: Web Content and Organization](#) page
 - **Next meeting: Nov. 21st at 11am ET** (reach out if conflicts arise)
 - **Next steps:**
 - Look out for email template and reach out to committee chairs.

- Look out for email about Best Practices LibGuide to review and give feedback at the next meeting.
- If interested:
 - Program ideas for Help! webinar – email Kate Tallman (kathryn.w.tallman@colorado.edu)
 - Task Force to review GODORT structure – email Ben Aldred (baldred2@uic.edu)