

# 2020 Meeting Calendar for DA & DA Committees

Proposal from the DA from the System Services Advisory Committee | 10.10.2019

Proposed November Date amended 11.4.19

<p><b>January</b></p> <p><b>SSAC:</b></p> <ul style="list-style-type: none"> <li>• Orientation to the committee</li> <li>• Review of committee charge</li> <li>• Planning for the year</li> </ul> <p><b>RS:</b></p> <ul style="list-style-type: none"> <li>• Orientation to the committee</li> <li>• Review of committee charge</li> <li>• Planning for the year</li> </ul> <p><b>CL/CD:</b></p> <ul style="list-style-type: none"> <li>• Orientation to the committee</li> <li>• Review of committee charge</li> <li>• Planning for the year</li> </ul>	<p><b>February</b></p> <p><b>DA: Business Meeting – Wed Feb 19 (snow date if needed Feb 20)</b></p> <ul style="list-style-type: none"> <li>• Advisory Committee Reports</li> <li>• MHLS Staff Reports</li> </ul> <p><b>Followed by New Directors Forum</b></p>	<p><b>March</b></p> <p><b>DA: Workshop – Thu March 5</b></p> <ul style="list-style-type: none"> <li>• Topic identified by SSAC/DA</li> <li>• Event organized by Directors</li> </ul> <p><b>RS: Topics TBD</b></p> <p><b>CL/CD:</b></p> <ul style="list-style-type: none"> <li>• Review OverDrive Collection Development Guidelines</li> <li>• Review Potential Changes to E-Resources Cost-share based on usage reports</li> <li>• Review &amp; recommend proposed CLDA/CBA budget for following year</li> </ul>
<p><b>April</b></p> <p><b>DA: Business Meeting – Tue Apr 7</b></p> <ul style="list-style-type: none"> <li>• Review of OverDrive Collection Development Guidelines</li> <li>• Advisory Committee Reports</li> <li>• MHLS Staff Reports</li> </ul> <p><b>Followed by Leadership Circle</b></p>	<p><b>May</b></p> <p><b>DA: Workshop – Tues May 5</b></p> <ul style="list-style-type: none"> <li>• Topic identified by SSAC/DA</li> <li>• Event organized by Directors</li> </ul> <p><b>SSAC:</b></p> <ul style="list-style-type: none"> <li>• Finalize &amp; recommend Member Assessment</li> <li>• Review and recommend Delivery Stop Schedule</li> </ul> <p><b>RS: (after May 7 to accommodate IUG)</b></p> <ul style="list-style-type: none"> <li>• Topics TBD</li> </ul> <p><b>CL/CD:</b></p> <ul style="list-style-type: none"> <li>• Finalize and recommend E-Resources Cost-share</li> </ul>	<p><b>June</b></p> <p><b>DA: Business Meeting – Wed Jun 10</b></p> <ul style="list-style-type: none"> <li>• Estimate of E-Resources</li> <li>• Tentative Member Assessment Table</li> <li>• Review Delivery Stop Schedule</li> <li>• Advisory Committee Reports</li> <li>• MHLS Staff Reports</li> </ul> <p><b>Followed by New Directors Forum</b></p>
<p><b>July</b></p> <p><b>DA: Workshop – Thu Jul 19</b></p> <ul style="list-style-type: none"> <li>• Topic identified by SSAC/DA</li> <li>• Event organized by Directors</li> </ul>	<p><b>August</b></p> <p><b>RS:</b></p> <ul style="list-style-type: none"> <li>• Topics TBD</li> </ul> <p><b>CL/CD:</b></p> <ul style="list-style-type: none"> <li>• E-Magazine Collection/Service Review for finalizing order due in Oct</li> <li>• Discuss &amp; decide on Spring/Fall training for the following year</li> </ul>	<p><b>September</b></p> <p><b>DA: Business Meeting – Wed Sep 9</b></p> <ul style="list-style-type: none"> <li>• Advisory Committee Reports</li> <li>• MHLS Staff Reports</li> <li>• Annual PR Exchange</li> </ul> <p><b>Followed by Leadership Circle</b></p>

October	November	Dec
<p data-bbox="69 174 561 205"><b>DA: Workshop – Tues Oct 6</b></p> <ul data-bbox="118 212 513 275" style="list-style-type: none"> <li>• Topic identified by SSAC/DA</li> <li>• Event organized by Directors</li> </ul> <p data-bbox="69 281 561 312"><b>SSAC:</b></p> <ul data-bbox="118 319 561 569" style="list-style-type: none"> <li>• Review &amp; recommend Annual DA Meeting Calendar</li> <li>• Review &amp; recommend Allocation of Member Capital Fund</li> <li>• Choose SSAC Officers &amp; Board Liaisons for the coming year</li> <li>• Report on the MHLS Budget</li> </ul> <p data-bbox="69 575 561 606"><b>RS:</b></p> <ul data-bbox="118 613 302 644" style="list-style-type: none"> <li>• Topics TBD</li> </ul>	<p data-bbox="586 174 1040 237"><b>DA: Business Meeting/Luncheon – Thurs Nov 12</b></p> <ul data-bbox="634 243 1029 493" style="list-style-type: none"> <li>• Approval of Annual DA Meeting Calendar</li> <li>• Review Allocation of Member Capital Fund</li> <li>• Review of MHLS Budget</li> <li>• Advisory Committee Reports</li> <li>• MHLS Staff Reports</li> </ul>	

**Key:**

- DA = Directors Association
- SSAC = System Services Advisory Committee
- RS = Resource Sharing Advisory Committee
- CL/CD = Central Library / Collection Development Advisory Committee

**DA packet deadlines for Business Meetings:**

- February 11
- March 30
- June 2
- September 1
- November 2