Date
27 August 2014
1pm-2:30pm

Attendees
- Diane B. Bisom (Chair, UCR)
- Heather Christenson (CDL)
- Marcia Barrett (UCSC)
- Judy Consales (UCLA)
- Elizabeth DuPuis (UCB)
- Vicki Grahame (UCI)
- Martha Hruska (UCSD)
- Polina E Ilieva (UCSF) (Note Taker)
- Janet Martorana (UCSB)
- Angela Riggio (LAUC)
- Leslie Wolf (Portfolio Manager)
- Jean McKenzie (CLS Liaison)

Planned Absence
- Emily Lin (UCM)
- Myra Appel (UCD)

Guests
- Jim Dooley substituting for Emily Lin
- Emily Stambaugh - Shared Print update

Discussion Items

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<th>Time</th>
<th>Item</th>
<th>Who</th>
<th>Discussion Notes</th>
<th>Decisions/Actions</th>
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<td>5 min</td>
<td>Call to Order, Agenda Review, Announcements</td>
<td>Diane</td>
<td>Volunteer Timekeeper</td>
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<tr>
<td>1:00-1:05</td>
<td>Call to Order, Agenda Review, Announcements</td>
<td>Diane</td>
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1. **Updates**

1. Conference Call with SAG 1 Chair and newly appointed Portfolio Manager Colby Riggs to preview how we manage our SAG via the wiki. They were enthusiastic to adapt our ideas and suggested that the SAGs have "best practices" summit. Martha noted that CLS and Coordinating Committee don’t have a portfolio manager to do the work that Diane and Leslie described. Martha will bring it to the CC.

2. **Conference Call with SAG 1 Chair and new SAG 1 Portfolio Manager**

3. **Coordinating Committee**

4. **CLS**

5. **Audiovisual Preservation TF report - next steps**

1. Leslie and Diane had a call with SAG1 Chair David Minor and newly appointed Portfolio Manager Colby Riggs to preview how we manage our SAG via the wiki. They were enthusiastic to adapt our ideas and suggested that the SAGs have "best practices" summit. Martha noted that CLS and Coordinating Committee don’t have a portfolio manager to do the work that Diane and Leslie described. Martha will bring it to the CC.

2. **Martha**

3. **Jean**

4. **Beth**

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### September 10 In-Person Meeting

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| 1:20 - 1:50 | September 10 In-Person Meeting | Diane and Leslie Vicki – Logistics | Goals for the Day  
Leslie will serve as Time Keeper for the Day  
Note Takers for Each Agenda Section (need volunteers)  
Agenda Review  
Logistics (Refreshments/lunch; transportation; meeting location, etc.)  
Bringing back good ideas from the other SAGs (talk to your campus SAG colleagues in advance of the meeting) |

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| 1:50 - 2:05 | Shared ILS TF Update | Martha, Emily Stambaugh | Status of the Report – Confidential – for CoUL to decide on the distribution  
Will discuss at our 9/10 |

### Action Items

- **Action item:** review Marshall’s report and check the stats that he collected from individual campuses, make sure they are correct.

### Next/Future Agenda Items

- **Wrap up and action items (Note taker)**

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### Wrap up and action items (Note taker)

- **Diane and Leslie will finalize the agenda for Sept 10th.**