

Meeting Minutes

Team Name	Levi Watkins Library Club	Date	Feb 8, 2013
Chair	Clarissa Broughton	Time	10:30 pm.
Location	4 th Floor	Secretary	Courtney Williams
Attendees	Robert Calloway, Yolanda Smith-Evans, Randy Curtis and Clarissa Broughton		

Team Goals	
1.	To promote the use of the library and its resources
2.	To plan fundraisers and social events for the Library club
3.	To participate in library activities and events
4.	To promote quality community service to ASU surrounding communities

Key Points Discussed		
No.	Topic	Highlights
1.	Valentine Day Social	Finalized plans for the social/party
2.	Valentine Day Raffle	Finalized plans for the raffle
3.		
4.		

Action Plan			
No.	Action Item(s)	Owner	Target Date
1.	Valentine Day Raffle	Student Members & Club Advisors	Feb 12, 2013
2.	Valentine Day Social	Student Members & Club Advisors	Feb 12, 2013
3.			
4.			