

Ask a Librarian Delaware

## Quarterly Liaison Meeting

Thursday, February 28, 2013

1:00 – 3:30pm Delaware Public Archives, Training Room, Dover

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### Agenda

- I. Introductions
- II. Some housekeeping – policy pages
- III. Process of questions that come in from webform/email (demonstration, discussion)
- IV. How to assign/refer questions (hands on walkthrough to include how to add librarians to your referral list and go from there to the process for closing questions)
- V. Descriptive Codes – consistent use to be implemented March 1 statewide (hands on training)
- VI. Brief sharing from ALA Midwinter (“New Tech for Reference”, national Ask campaign)
- VII. QP updates – subject specialists and software
- VIII. Committee updates (School partnership and LibGuides)
- IX. DLA/MLA Joint conference meet up
- X. Wrap up by 3:30

Proposed next meeting - Thursday, May 23, 2013

Location: DDL/Training Center (same location?)

Time: morning or afternoon?

Thank you!

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