



CASE WESTERN RESERVE
UNIVERSITY EST. 1826

SAC Communications Committee 2012-13

Meetings Thursday, February 7, March 7, and April 11 2013

Teleconference - call 368-2079 2:00-3:00PM

Chair: Michael Gilkey and Co-Chair Anita Gupta

Members: Anne DeChant, Michael Gilkey, Kerry Grimberg, Anita Gupta, Jennifer Loudiana, and Jim Nauer

Notes from Meetings and Email Dialogue:

- Michael created Q3 and Q4 SACtivities Newsletters and Anne and Kerry will be leading the development of the 2013 issues.
 - Include President's Award info in Q1 2013 edition
- Jim is updating website with Q3 and Q4 SACtivities Newsletters, finishing the ad-hoc committees web pages, and making sure the archived General Meeting Minutes are up to date.
- Jim and Anita are updating all of the pictures on the website with those taken by Michael at the February General Meeting.
- Jennifer is recording the SAC General Meeting on April 12, 2013 and it can be accessed through <https://connect.case.edu/sacgeneral/>.
- QuikPay brought in \$465 with a \$50.55 service fee for SAC and was well received.
- Shannon would like us to get some bids for USB drives and SAC Polo shirts – embroidered logo and quantity 100.
- SAC Steering Committee wants Communications Committee to “Archive” in print and/or electronic format the SACtivities and General Meeting Minutes through Helen Conger (216-368-6774, helen.conger@case.edu) Library Systems & Tech.