GODORT Social Media & Outreach Committee

Meeting Minutes

August 3, 2023

Present: Chiewphasa, Takacs, Olsen

Roster (as of 8/2/23):

<table>
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<th>Role</th>
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<th>Institution</th>
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Agenda/Notes:

- Notetaker: Patty Takacs
- Welcome and introductions: Rachel Olsen, Ben Chiewphasa, Patty Takacs
- Google account access check and troubleshooting
- Our workspace (Google Drive) basics and tour
  - Social Media Committee Knowledge Base
  - Doing a review - make sure everything in this document is current
  - Refresh canva account, and add the finished images to the google drive folder
- General workflow: What’s working well, what isn’t
  - Consistent naming convention within the google drive
  - Audience: feature our own libraries within the Godort community, showing displays, studies etc. Proactive reaching out to things of interest within the community directly have them send us a few sentences and a picture-think about how to frame this to our peers
- Any workflow ideas? Things are going well, but always open to ways to make things even more streamlined

Sanga: Updates on videos from GODORT ALA Awards Ceremony?
- Sanga not currently in meeting, but plan to follow-up separately

Chair meeting with Ben Aldred
- GODORT merch (public domain images etc to use on items and they can then be featured on the social media accounts)

- **Scheduling for August**
- Current platforms: Facebook, Twitter/X
- Exploration of new platforms: Instagram, Threads
  - Thinking about marketing it (slow build on following) maybe asking chairs once it is going to mention it to their committees
  - Also using organic content shapes vs creating specialized content

- ‘23-’24 Goals
  - How to best use social media platforms to amplify the work of government information library staff at respective libraries
  - Government documents in the news: If anything is relevant you see in news/media outlets, don’t hesitate to post the day of and update the calendar.
  - Relay information re: professional development opportunities not necessarily through just GODORT (i.e., webinars, conferences, courses, etc.).

- Meeting frequency
  - Every other month maybe
  - Meet Late August for Instagram Account

- Other notes (action items):
  - Features from libraries about their constitution day activities/reach out to our own networks and ask
  - Showcase some of the best Constitution LibGuides
  - Present some of the most fun and interesting content from Constitution Days around the country
  - Permissions for sharing images of people (noted “Please let your patrons/students know they could be featured on social media) Applying the best practices librarians do in relation to permissions and privacy