1. Meeting was called to order at 7:00 AM Mountain Time (US & Canada) November 30, 2021.
2. Roll Call – Member present were: Cherie Bush (Chair), Takashi Nagatsuka (Secretary), Abeer kuwari (Information Coordinator), Cristina Ioana Roiu, Jinzhu Wei, Maja Markhouss
   Contacted for absence: Cecilia Salvatore, Alexandra Clemence, Dragan Milosevic, Liz Rechebei, Jennifer Brannock, Petro Coreejes-Brink, Laila Hussein Moustafa,
   The number of attendees is 6.
3. Several U.S. members were unable to attend due to the change from Daylight Saving Time
   and the one-hour difference in meeting time. We would like to be careful when
   communicating about meetings in the future.
4. Cherie stated on her notes “Thank you to those that were able to attend today’s meeting.
   Those that were unable to attend you were missed, but we all understand that life is busy.
   Please review the minutes and let me know if you have any questions. Takashi will send a
   poll for our next meeting and set the appointment. Thank you!.”
5. Minutes from our last meeting on 26 October were approved.
6. Social Media-
   o Currently have blog and FB
   o Suggest adding twitter and Instagram
   o FB gives flexibility, especially with calendars to promote webinars
   o Suggested to redesign blog to add more media
   o Create a social media working group to collaborate to manage platforms (Abeer, Jennifer,
     Cristina- need one more)
   o Endorse a social media form to share information (one month in advance)
   o Collect all proposed posts in one platform, accessible to all members
   o Discuss expected challenges
     • Start posting January 2022
     • Start collecting content for posts December 2021
     • Review and adjust design of existing blog
     • Launch new blog mid-February 2022
7. Next webinar is 25 January 2022
   o Please share and register for the webinar
   o Takashi will be the host
   o Be sure to let the presenters know they are being recorded so we can post to
     YouTube
8. Cristina report on the webinar
   - Trouble with the links, technical issues
   - Is it an IFLA problem?
   - Suggests starting a few minutes early
   - No restrictions when meeting was set up
   - We need to have someone to help manage - cannot be Abeer all the time
   - Need to have rehearsal two days before to test the links
   - Be sure to log in a few minutes early on the day of the presentation

9. Division A meeting report - Takashi attended
   - Meeting was recorded
   - Next Division A meeting will be mid-December

10. Next Local History and Genealogy meeting will be first part of January.