1. The chair states that the purpose of this meeting is to look at the P&T Overview Document
2. Chair: Are there any amendments of the document that people would like to make?
   a. Changes in blue, not highlighted in gray or yellow, are changes made due to requirements by the University’s SPPT
   b. Earlier changes were made by Bill Crowe and the Dean, Lorraine Haricombe
   c. No changes were offered.
3. Chair: We could move to send this to a vote – and then we can deliberate about the document itself
   a. Motion to send to vote – seconded
   b. Discussion for minor changes before it goes to a vote?
      i. Were there any changes between us meeting last time and the latest document? Yes. The chair walks through the changes/edits. Many of them being grammatical and procedural.
      ii. Beth reminds the committee that the LCPT representative need not be from LCPT
      iii. The chair put comment fields in the document where she made changes to the document.
   c. We now have an amendment to send this to a vote.
4. Assembly member asks if there is a quorum. Overall Assembly quorum is not present.
5. The chair has said that there may be a distributed ballot sent as a referendum by Exec, since it is not an official document that requires approval, according to our parliamentarian. Discussion follows about what constitutes a quorum, especially when an issue (or procedure) to be voted only applies to a subset of the assembly.
6. Assembly decides that a quorum of eligible members to vote on the P&T Overview document is preferred and all that is necessary.
7. People run to go get more Assembly members eligible to vote on this issue, for the meeting.
8. A quorum arrives.
9. Vote to approve the P&T Overview document, by paper vote.
   a. There was a question to amend the document, in terms of the dates.
   b. No one thought they should go into effect at a later date.
10. While Nominating and Ballot counts the paper votes, Judith Emde brings up a question about the assembly.
11. Nominating & Ballot Count the votes.
12. The issue passes, 18, 0—passes unanimously by the 18 library faculty present.
13. Meeting is adjourned.