1. Discussion of what a new University Librarian might mean for LEC
   a. We want to ensure that LEC is on UL’s radar sometime soon after their arrival. New UL will likely undertake a series of meetings/contacts with units, committees, etc. LEC should be prepared with succinct descriptions of our activities and accomplishments, and invite their ideas.
   b. Following from this discussion, how can we improve our archiving practices for our past events and activities? Is there a way to automate this via LibCal?
      i. Instructions from Jonah for retrieving LEC events from LibCal are posted at the end of the minutes.
2. Smart Commute program -- does it still exist? (Lisa)
   a. This was formerly an organized competition in which MSU participated. There is now a somewhat similar CATA program called CATA Clean Commute.
3. Review of Earth Day upcycling event (Eric)
   a. Successful event: 19 attendees. Over half were Library people; a handful were from outside the library.
4. Composting/recycling report?
   a. Jonah will seek recycling/composting statistics for the building; these will be useful for our initial meeting with new UL.
5. Pat and Tim departing LEC due to other commitments
   a. Sarah will chair May meeting.
6. Event planning
   a. Discussion of potential film screening/film purchase: Following her review (prompted by a staff recommendation), Susan is planning to purchase the film *Hometown Habitat* for the Libraries, with an education license for classroom use. A screening would require purchasing a one-time license; this will require future consideration.
   a. Consider the group Wild Ones as a potential event partner in the future.
7. Other business

The next meeting is Tuesday, 5/22/18. Chair: Sarah. Minutes: Lisa.

**Retrieving LEC events in LibCal (instructions from Jonah):**

To count events in a particular LibCal series:
- Navigate to LibCal from the top-left (blue drop-down)
- Click “Stats” from the top navigation Calendar & Events
- Refine search parameters (especially Category, e.g. “Library Environmental Series”) using drop-down menus

To find event titles and possibly descriptions:
- Go to Calendars
- Click Library Events, Seminars & Workshops
- Count, by month, events of the corresponding color, being sure to double check that each is not from a different category that happens to be the same color. If counting emerald-green Library Environmental Series as well as other series with which LEC may be involved, be aware that color codes may vary.