Mastermind Discussion:

Approve Minutes
- Robyn K. moved to approve the minutes. Stephanie H. seconded the motion. Approved.

SOC Update: None

CARE Update
- The Cabinet reviewed the information.

Regroup Training by IT
- Mel Ewing provided Regroup training to the Cabinet.
  - Outcomes:
    - Set up a group text for the Cabinet in case of an emergency to support the SOC.
    - Review the crisis response team guidelines in Policy 100.2. Either activate the crisis response team as it is or revise the team to meet the needs of the college.

Library Complaint/Challenge Policy & Form
- The form allows a patron to submit a book complaint. The complaint is reviewed, but the book will not be necessarily removed.
  - The process follows the UM policy.
- Change the wording to allow more than one complaint per book.
  - Item #3 on the procedure page: Any challenge needs to be reviewed. Add the timeline (30 days/one month) to the plan language. Remove policy and use the term plan or procedure.
- Item #5: Suggest using the word recommendation or resources.
- Robyn will review and approve the final copy and add the information to the LLH Selection Development Plan.

CTE/K12 SWOT
- Stephanie reviewed the CTE K-12 SWOT analysis.