**Present:** Rob T., Kelly W., Gina V., Michelle L.

- **Goal for today:** get further than we did last meeting
- Want to get something rolling as quick as possible, but also efficiently
- Idea for a mandatory pay it forward program: if you get through 6 months of being a mentee, then you agree to be a mentor for 6 months after that.
  - Make it “mandatory” but offer them to opt out (as a loop hole)
- Do we have any guidelines for the mentor program?
  - 6 months long
- Ideas for mentoring
  - Maybe have webinars every other month or so as events for mentors/mentees
  - E could have people watch webinars put on by other groups or read papers and have a discussion about them as an event
- Informal mentoring
  - Peer mentoring, not a GLA mentor
  - One-on-one? - One-off opportunities for people to meet with someone with specialized knowledge you want information on.
  - When you just need to talk to someone briefly about something and don’t want or need a long term commitment.
- Tools we could use: Gather.Town
- GLC:
  - NMRT interest group meeting
  - Speed-mentoring
- Formal mentoring program:
  - Code of Conduct:
    - SAA’s code of conduct: [https://www2.archivists.org/statements/saa-code-of-conduct](https://www2.archivists.org/statements/saa-code-of-conduct)
    - Also find other examples
  - Mentee-Mentor admin matching
    - For me: look at other mentorship program applications and see what sort of questions they ask to see how they used question/application to help pair up mentors and mentees
- Matching preferences
  - What kind of preferences would you like in a mentor?
- Development goals:
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- **Tasks:**
  - Gina will talk to Kara about NMRT business meeting with be a speed mentoring program
  - Kelly will work on finding code of conducts
  - Rob and I will look for mentorship program applications
  - Rob and I can meet up at another time to look over applications and develop our own. Reach out to them via email and compile a list of mentorship program applications.