

**Executive Board Meeting**

October 28, 2022, 10:00 a.m. - 3:00 p.m.

Location: Driftwood Public Library (Lincoln City, Ore.) & Zoom

Approved December 16, 2022

**Present:**

Star Khan (OLA President), Brittany Young (OLA VP), Arlene Weible (OLA Past President), Shirley Roberts (OLA Association Manager), Wendy Cornelisen (State Librarian), Buzzy Nielsen (OLA Parliamentarian), Adrienne Doman Calkins (OLA Secretary), Stuart Levy (OLA Treasurer), Kirsten Brodbeck-Kenny (ALA Chapter Councilor), Ericka Brunson-Rochette (OLA Member-at-Large & EDIA Co-Chair), Kirsten Hostetler (ACRL Chair), Emily West (CSD Co-Chair), Tara Morissette (CSD Co-Chair), Liisa Sjoblom (Conference Chair), Jeremy Skinner (Legislative Chair), Jessica Lorentz Smith (OASL Chair), Haley Lagasse (PLD Chair), Brandace Rojo (REFORMA President), Rinny Lakin (SSD Chair)

**[ACTION ITEMS highlighted below] [ACTION ITEMS for everyone in yellow]**

**Welcome & Icebreaker** (Star Khan)

* Please read and keep in mind this [community agreement](https://docs.google.com/document/d/1mQ77seEU4rKpvZfm8JxgNNodcTI2QGc7zL6w6GreTA8/edit?usp=sharing) during our meetings.
* Icebreaker question: What is your favorite scary movie? (The group was fairly evenly split between loving scary movies, and not.)
* NOTE: This was OLA’s first use of the Owl video conferencing camera.

**Agenda changes/minutes** (Star Khan)

* No changes to the [agenda](https://docs.google.com/document/d/1V6pyAY_U_CGksC9p8z_xtWbbqXDxFCYoGtHvTrcFTCg/edit?usp=sharing).
* [Minutes from August 26, 2022](https://docs.google.com/document/d/14ok0MLNe8QimvTQ6NeEBOg8v0GpEM2pS/edit?usp=sharing&ouid=102828029833120625201&rtpof=true&sd=true), approved unanimously.

**Treasurer’s Report** (Stuart Levy)

* Just one month into the fiscal year (FY). All as expected at this point in the year.
* See detailed financials on the OLA [website](https://ola.memberclicks.net/oregon-library-association---board-monthly-reports-2021-22). (Log in required).
* **Previous FY (September 1, 2021 - August 31, 2022):**

**Profits and Losses** (September 1, 2021 - August 31, 2022):

* 1. Dues income: $64,931.75 which was a 10.5% increase from last year (i.e. we are up $6,181.75 in dues income compared to last year). We budgeted $55,250 for dues income for the 2021-22 fiscal year.
	2. Total income: $93,094.66 which is a 37.4% decrease from last year (i.e. we are down $55,722.13 in total income compared to last year, but we had over $45,000 in conference income last year). We budgeted $118,185 for total income for the 2021-22 fiscal year, which included a $37,944.00 draw on last year’s income.
	3. Total expenses: $96,567.22 which is a 1.9% decrease from this time last year (i.e., we spent $1,908.23 less than we did last year). We budgeted $118,185 for total expenses for the 2021-22 fiscal year.
	4. Net income: -$3,472.56 which is a 106.9% decrease from this time last year (i.e. we are down $49,072.66 in net income compared to last year, but, again, over $45,000 of that was from the conference). We budgeted $0 for net income for the 2021-22 fiscal year.
* **Current FY (September 1, 2022 – September 30, 2022)**

**Balance Sheet**

* 1. Checking: $174,701.72
	2. Total assets: $995,664.48

**Profits and Losses**

* 1. Dues income: $5,969.25 which is a 10.6% decrease from this time last year (i.e., we are down $705.75 in dues income compared to this time last year). We haven’t finalized the budget for dues income for the 2022-23 fiscal year.
	2. Total income: $6,156.20 which is a 30.3% decrease from this time last year (i.e., we are down $2,679.75 in total income compared to this time last year, but that is primarily due to the $2000 we had in administrative fees last September). We haven’t finalized the budget for total income for the 2022-23 fiscal year.
	3. Total expenses: $16,230.77 which is a 23.1% increase from this time last year (i.e., we have spent $3,049.75 more than we did last year at this time, and that is mostly due to the $2077.50 in conference workshop and events expenses). We haven’t finalized the budget for total expenses for the 2022-23 fiscal year.
	4. Net income: -$-10,074.57 which is a 131.9% decrease from this time last year (i.e., we are down $5,729.50 in net income compared to this time last year). We will budget $0 for net income for the 2022-23 fiscal year.
* **Investments Update**
* Connected Wealth Solutions (short to medium term investments)
	+ - OLA General Account:
			* Decrease of $5,961.85 since September 30, 2022.
			* Account value: $139,843.71 and Original Investment: $100,000.
		- OASL General Account:
			* Decrease of $6,027.02 since September 30, 2022.
			* Account Value: $149,144.12 and Original Investment: $125,000.
* Donivan Wealth Management (long term investments)
	+ - OLA Reserve:
			* Decrease of $26,797.86 since September 30, 2022.
			* Account value: $297,856.18 and Original Investment: $233,916.80
		- Hull Endowment:
			* Decrease of $9,601.05 since September 30, 2022
			* Account value: $125,169.94 and Original Investment: $155,000.

**2022-23 Budget Review--Discussion and Approve** (Shirley Roberts)

* See the draft of the budget [here](https://docs.google.com/spreadsheets/d/1vtf5vHa_-Hi3yb5cQ-g5yAFRdAWdWhua/edit?usp=sharing&ouid=102828029833120625201&rtpof=true&sd=true).
* Shirley highlighted the proposed budget line-items that were still under review.
* Conference income will be updated as we learn more.
* Discussion of estimated revenue for dues. General agreement on using an average for the last two years.
* May still see OLAQ donations.
* Market investment draws--see policy, projecting no withdrawal.
* Transfer from scholarship fund for Leadership Committee expected.
* Some discussion about ALA travel for VP, as employer may pay. Will keep as a placeholder in case that changes.
* Menucha venue rules increased to two-day minimum. Decided to stay this year. Did a lot of research of other venues, which were comparable. Contracted for this FY.
	+ ACTION ITEM: Will continue to look for 23-24 retreat.
* Zoom webinar add-on option paid this year. Wasn’t used last year.
	+ ACTION ITEM: May want to switch to on-demand before it renews.
	+ For instructions on using the webinar package, see the OLA Zoom instruction sheet, under host account of webinar subscription. As you schedule regular meetings/programs, it can be scheduled in the webinar host account.
* Laptop and software for OLA Manager supported.
* Website redesign fees, should they be moved to an organizational structure consultant at this time? Discussion–general support to use funds for org review instead, then redesign website later to match organization.
* Lobbyist expenses up due to change of business for our lobbyist. General discussion and support for change of contract to remain with existing lobbyist.
* OLAQ–proposal to reduce from 4 issues/year to 2 issues/year to help balance the budget and match actual status quo with publishing schedule. Focusing attention to recruit a new editor. General support of changes.
	+ ACTION ITEM: Arlene will share OLAQ usage stats with the membership.
* Increase to OLA EDIA for podcast transcript services.
* OLA Authors Comm increase to match new scope.
* DECISION: Kirsten made a motion to approve the budget as presented, Brandace seconded. Motion passed unanimously.
	+ ACTION ITEM: New expenses in adopted budget may now be acted upon.
* Thank you to Shirley for this work. Any needed modifications can come before this board mid-budget cycle.

**Association Report** (Shirley Roberts)

* Past couple months working with OLA leadership with budget.
* Together with SSD, secured venue site for 2023 SSD Conference.
* Working with Leadership Committee to secure a venue for LIOLA, contract coming soon.
* OASL had a great conference. Set up with fundraising, etc, on using Square.
* Unit schedules for year on website.
* OBOB registration ends 10/31, may extend. Going strong.
* Regular monthly deposits, etc.

**State Librarian Report** (Wendy Cornelisen)

* See the [State Librarian Board Report for October, 2022](https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:9f33941b-e586-3625-aaaa-c83644f4bd00). Wendy highlighted additional topics as follows.
* Just back from Montana, for COSLA (Chief Officers of State Library Agencies) where we worked on strategic planning. Heard from ALA Executive Director Tracie Hall, who loves Oregon libraries and had wonderful things to say about the EDIA podcast and committee.
* National Library Legislative Day is not scheduled at this time. Individual state-level chapters may have different information.

Work on the ALA Core Values Task Force continues. I was asked to serve in 2021, kept on the Task Force when moved from George to Oregon. There are 12 [core values](https://www.ala.org/advocacy/intfreedom/corevalues) and general consensus of the group, whose work completed in June, is that there are too many values. Requested and received approval to continue for an additional year to revise, in conjuction with the Library Bill of Rights, and the ALA motto. A task force survey may be coming soon about values to ALA members and to all chapters. ACTION ITEM: Wendy and Kirsten will work together to boost awareness of the survey.

* State Library Strategic Planning process with State Library Board continues. Reaffirming current mission and vision of the agency. Work will shift to staff input on blueprint for goals to guide the next three years. Will be using SOAR process--Strengths, Opportunities, Aspirations, Results. Working with Star on the best way to get input from OLA Exec Board closer to January, outside of a regular board meeting, TBD.
* Lots of kudos in the report, including being so proud of Arlene’s work representing Oregon and State Library as past-president of OLA, and to the Talking Book & Braille Library staff.

**OLA Hotline Update** (Star Khan)

* Editor, Kristin Williams, would like to resign. Has been doing the work on her own. Was going to be supported by others and a Communications Committee, which has not happened. Can stay on through 2022 and would like to onboard a new person soon to help with transition.
* Brings up a larger conversation about the OLA Hotline. Do we continue? Do we put it on hold until org assessment? Everyone is working at capacity.
	+ Tara–love the hotline for CSD. Very quickly reach out to 1000 people. Takes a lot more effort to use Personify and send out a message.
	+ Shirley shared last hotline went to 1000 people, 430 opens, 40% open rate (considered a very good open rate).
	+ Star--Looking for a pair of people and to this group to help recruit. Haven’t attempted to recruit yet. Berenice tried and kept getting turned down.
	+ Rinny–larger concern is of employers trending away from supporting tasks relating to OLA.
	+ Ericka–MLIS students may be a good fit. General discussion: support, also with a lead to help coordinate. Shirley–can send to OLA student members, too. Discussion: send to Emporia, SJSU, and UW students.
	+ Ericka–similar exp in Kansas with Emporia & KLA as editor role, monthly email. Compiled, reached out to potential contributors, edited, fact-checked.
	+ General discussion about the workload.
	+ Support for batch method 2/x month.
* Shout out to the current Hotline editor for this work.
* ACTION ITEM: Unit members–go to your members to recruit.
* ACTION ITEM: Star will broadcast a recruitment message to the membership.

**2023 Conference Update** (Liisa Sjoblom)

* See [Conference Report for this meeting.](https://docs.google.com/document/d/17tbBJucC6DOZZHVeMURf-GRZ03kfnWA1/edit?usp=sharing&ouid=102828029833120625201&rtpof=true&sd=true)
* See [Conference Budget.](https://docs.google.com/spreadsheets/d/1FGEow6K2omamKbOmU-F1gQ6c1oW2dvHO/edit?usp=sharing&ouid=116608950201558326340&rtpof=true&sd=true)
* See [Conference website](https://oregonlibconference.org/2023/). (Will have updates.)
* Got 70 session proposals and 7 pre-conference proposals. Working through those now. Contact is expected later in November.
* Only two applications for proposals indicated virtual only. Some live-streaming, TBD. Smaller rooms will work with Owl. Some of the sessions will be live & pre-recorded presentations.
* PLD will do an offsite reception.
* Still okay with food minimum.
* Website will be updated with speakers once contracts are signed. Shirley has been helping a lot with forms.
* New exhibitors, some want to sponsor. One wants to have a reception at local office in Bend.
* Info on registration and room booking will be coming out soon. May have some unique perks to attendees for local destinations.
* Rinny--SSD can help add virtual only content if needed. SSD has some pre-recorded sessions that can be used and also some ideas based on member interest that can be made into pre-recorded sessions. ACTION ITEM: Liisa will share with Lacey on Conference Committee.
* Tara--CSD is offering scholarships to the conference.
	+ ACTION ITEM: CSD to work with Shirley to get a discount code and share via the Hotline no later than January 1. Build in time to review, reward, notify, and be ready when registration opens beginning of February.
* Very few academic programs. Will likely contact ACRL-OR.
* Few on wellness topics, but some solutions are coming.

***Break for lunch***

**REFORMA Oregon Leadership** (Brandace Rojo)

* REFORMA Oregon is looking for a Vice President. This is a one-year commitment, then you serve as President, then Past-President. Don’t have to speak Spanish or be of Latin American descent. Advocates and supporters are welcome to join. Support your Latino/a/x colleagues and community members.
* ACTION ITEMS: Unit chairs, look into your units to encourage leadership in REFORMA. Everyone–please share this opportunity. Refer questions to Brandace Rojo | REFORMA OR President-elect | brojo@josephinelibrary.org | 541-476-0571 x114.

**Equity, Diversity, Inclusion, and Antiracism Committee report** (Ericka Brunson-Rochette)

* Thank you for the recent support of the [EDIA Committee Statement Calling for Meaningful Support of BIPOC Library Workers](https://docs.google.com/document/d/1jhza4KoIxM-Epf6M5zsmqVpeKJNwN1jE1pFYpKBUTgI/edit?usp=sharing). Launched earlier this week. This was prompted by the shooting of Donavan Lewis, a 21-year-old black man who was shot to death in his bedroom by the police on August 30. Didn’t need another incident to shine a light on this. We have folks in our libraries who are traumatized, and we need everyone’s support. ACTION ITEM: Share the statement widely.
* A sub-committee is working on an EDIA Empathy Installation at OLA Conference. Examples include an art installation to engage in different mediums, listening to colleagues of color speak, poetry on the wall, etc.
* A sub-committee is forming to focus on the recruitment/retention of BIPOC employees in Oregon libraries.
* Welcomed Meredith Farkas as the new co-chair.
* Podcast–New business cards with QR codes printed. Two new episodes coming in November. Upcoming episodes include a Librarians with Spines contributor. The first special episode coming November 15, focused on School Library Journals’ School Librarian of the Year. Runner-up was Pia from Oregon and former co-chair of OLA EDIA. Nominations for the 2023 award are coming up due on December 5, want to help promote nominations with EDIA in mind.
* Loida Garcia-Febo from IFLA (International Federation of Library Associations and Institutions) episode coming.
* Brandace Rojos interview coming soon to share about REFORMA.
* Adrienne—Good job on the statement. Consider sharing with ICMA/City Managers, maybe through librarian members. It arrived at a busy time for directors. The SLO reports were due and OLAQ also published. May be good to share it again. (ACTION ITEM: Adrienne will share with Esther Moberg, Abigail Elder, Will Worthy).
* Ericka--Everyone is encouraged to share broadly. Did not get feedback one way or another.
* Star—heard some very positive feedback
* Rinny–Statement was very useful and timely for a recent SSD conversation with a facilitator.

**Library Development and Legislative Committee report (Jeremey Skinner)**

* See [report](https://docs.google.com/document/d/1j_5Qz1UOp0GZ9ui-9h5w4JzUsHKWCcudVYxlRqgvfXU/edit?usp=sharing).
* Officially working with lobbyist with new business.
* Active sub-committees on school libs, communications, broadband, and legislative day.
* Legislative Day
	+ ACTION ITEM: Mark your calendars. Legislative Day will be February 15.
	+ Working to have a presence at the capital, coaching members on making appointments with representatives, and creating talking points on legislation. Working on getting books to give away to legislators.
	+ [Preliminary issue briefs are on the website.](https://www.olaweb.org/index.php?option=com_content&view=article&id=199#CurrentIssuesBriefs)
* Will be other opportunities to provide advocacy besides Feb 15, too on topics such as school libraries, broadband, R2R.
* National legislation for school libraries is in the works. If it passes, will provide funding for school librarians.
* County Law Libraries' funding formula has not been adjusted since approximately 2011.
* Legislation is being proposed that may affect children’s right to information in a negative way. Doesn’t expect traction, conversation about whether we should be proactively talking about this. Wendy–also talking about at national level.
* Members will be hearing from us in the coming months to communicate about advocacy support.
* Tara–do we have info on candidates’ stance on censorship and libraries? No, that information is not being collected that we know of. Buzzy--need to be careful to not recommend voting for any specific person, per 501.c3 status.

**ALA Councilor Report** (Kirsten Brodbeck-Kenney)**:**

* Registration just opened for LibLearnX (re-branded Mid-Winter Conference at end of January), including an ALA governance institute in person. Would love to be able to attend in person. Yes, in budget for this or ALA annual.
* Will put together an end-of-year recap for OLA Hotline, e.g., core values, reorg of governance.
* Attended Oregon Community Foundation leadership committee. Talked about libraries with a lot of folks. A common topic was book challenges. OCF is looking to help.

**Unit Reports:**

* **Support Staff Division** (Rinny Lakin)
	+ SSD Conference: [Ashland Hills](https://ashlandhillshotel.com/meetings/) July 20-21, 2023 (Welcome Social + 1-day conference). 1st time in Southern Oregon (at least in recent history).
	+ Contract completed with deposit.
	+ [Seeking Conference Committee members](https://ola.memberclicks.net/index.php?option=com_content&view=article&id=313) to represent Southern Oregon. Current committee: Multnomah x4; Curry County; Newport; OSU
	+ Still taking ideas for topics/presenters.
	+ Visited the venue and had a tour of [Blackstone Audio](https://www.oregonencyclopedia.org/articles/blackstone_audio_inc_/#.Y1wUHnbMI2w).
	+ Piggybacking on the Personify App contract.
	+ Starting a separate conference google page.
* SSD @ OLA Full conference: Two - ½ day pre-conference + 1 virtual submission
	+ An SSD social breakfast at McKay’s Cottage Friday 7am-8am.
	+ Have a potential virtual session to offer, and a potential virtual pre-con.
	+ Hoping for some table space.
	+ Potential special award.
* SSD Board elections:
	+ Anticipating chair-elect election in May. Want to start recruitment before the election.
	+ ACTION ITEM: Share/promote. Need employer support.
	+ Arlene–venue was wonderful. Be sure to check on AV. That was done by an outside vendor.
* General kudos to Rinny for all the SSD work.
* **Children’s Services Division** (Emily West & Tara Morissette)
* See [website](https://www.csdola.org/).
* See [report.](https://docs.google.com/document/d/1N2fBk1rguAX7_R3q-auVU5cHKa_9mQ0ypJv1Dsdd6rQ/edit?usp=sharing)
* Met with Tara and the Board, focusing on big picture as an organization and these 3 Rs–Reboot, Regrowth, Reconnect.
* Creating CSD workshops to collaborate with each other based on membership interests. All will be Wednesdays at 1pm.
* On October 26, had a Libraries Performers Directory Workshop with over 50 people, well-received, and very popular. Presented by Anna Bruce & Jaime Thoreson.
* November 30, Programming Comeback workshop to talk about how programming is going, what’s changed, what have they kept, and what’s next?
* January 25, Book Buzz (instead of Mock Caldecott position).
* Annual Spring Workshop, virtual, on March 15, 1-3:30 p.m. will focus on Early Literacy.
* Tara gave a tour of the [Library Presenters Directory](https://www.csdola.org/oregon-library-presenters-directory.html).
	+ Used to be a 1-day event in Salem. Was fabulous, 5-min performances, people would attend and make decisions about performers for the next year for their library. The pandemic stopped it.
	+ Tried to re-imagine it as a virtual presentation. Put it together as a quick response. Then took more time to redesign to meet the needs of the community and be visually appealing.
	+ Now have a full design and are tested with performers and library staff, got feedback, and starting to fill with input from across Oregon this Fall. Interactive, updated regularly. Published a week ago.
	+ Tutorial video coming.
	+ Best practices for presenters page coming soon.
	+ [CSD Year Ahead blog](https://www.csdola.org/blog/our-year-ahead) . Hope to work on a strategic plan in the future.
	+ Created and passed budget. New bylaws on the website. New CSD board listserv for communication. CSD website updated. Had first Fall Workshop.
	+ Reminder that the performer’s directory is for all ages, adults included. Arlene–could there be more publicity about that? Will do that once more adult presenters are in, will share.
* **Public Library Division** (Haley Lagasse)
	+ Our last PLD board meeting was on September 9th over Zoom. Minutes from Division Board meetings are [available online.](https://www.olaweb.org/pld-board-minutes)
	+ General Update: We welcomed new board members: Chair-elect April Witteveen, director of Crook County Library; at-large member Sami Pierson, director of Coos Bay Public Library; at-large member Molly Carlisle, director of Garden Home Community Library. We discussed meeting times and agreed to continue with the second Friday of every other month. For the 2022-2023 committee year, meetings will be 10 a.m.-noon on November 4 (moved due to Veterans’ Day); January 13; March 10; May 12; and July 14.
	+ Budget Development: An ad hoc committee has been formed to develop the Division’s first annual budget. This committee met in October. Thanks to members Laura Kimberly and Will O’Hearn, and to Shirley, for their assistance in this process.
	+ Training: The training subcommittee met twice to plan an autumn training for public library staff with a focus on building resilience. However, we have been challenged by finding available and appropriate speakers whose fees are within our budget, therefore we have decided to postpone the training until early spring 2023.
	+ Fundraising: Our fundraising subcommittee continues to work on our virtual wellness challenge that begins in January 2023 and culminates at the 2023 OLA conference in April. This month the committee solicited nominations from the Division for public libraries to serve as stops on the challenge route.
	+ Our next PLD board meeting will be on November 4th over Zoom, where we will discuss event locations and logistics for the OLA Conference.
	+ Recruiting new leadership for the Public Library Standards Committee.
	+ ACTION ITEM: Please let Haley know if you are interested or recommend someone for the Public Library Standards Committee.
* **REFORMA Oregon** (Brandace Rojo)
	+ REFORMA met in Newport in September.
	+ Approved a $5 membership charge for all full-time new memberships and renewals.
	+ We are trying to figure out how this division can start doing some fundraising. Let me know if you have any brilliant ideas!
* **DIGOR—Documents Interest Group of Oregon Round Table** (Arlene Weible)
	+ DIGOR has not been very active, did have a meeting. Decided to not continue to be a Round Table. Very few people work in Gov Docs primarily anymore. At State Library, we have coordinators for Fed & State Gov Docs, who can call meetings when needed.
	+ Will reach out to members not at the meeting. Will likely bring suggestions to Exec Board to disband.
	+ Have about $1000 in budget and have some ideas for projects. May not disband until we figure out a method to use that money effectively.
	+ Discussion of other inactive round tables.
	+ ACTION ITEM: Arlene will review round tables that are not active, make a report for Star, and go from there. Buzzy--If divisions don't file annual reports for 3 years, they're eligible for suspension, then dissolution a year later. Need 25 signatures to disband, just like creation.
	+ Star is still committed to recruiting for Outreach RT. Outreach RT gravitated toward REFORMA.
	+ Assessment hasn’t been active. Also New Members, Reference. Recruitment has been difficult, do not have leadership.

**Action Item Review**

* **Everyone**:
	+ New expenses in the adopted budget may now be acted upon.
	+ Mark your calendars. Legislative Day will be February 15.
	+ If anyone is offering scholarships for the conference, contact Liisa to put the information on the conference website.
	+ Help amplify the new [EDIA Committee Statement Calling for Meaningful Support of BIPOC Library Workers](https://docs.google.com/document/d/1jhza4KoIxM-Epf6M5zsmqVpeKJNwN1jE1pFYpKBUTgI/edit?usp=sharing) .
	+ Help promote leadership and involvement with:
		- OLA Hotline Editor recruitment. Refer recommendations to Star.
		- REFORMA President-elect. Refer questions/recommendations (or maybe someone we can gently nudge into being interested!) to Brandace Rojo at brojo@josephinelibrary.org, 541-476-0571 x114.
		- SSD Chair-elect for election in May. Want to start recruitment before the election. Need employer support. Contact Rinny Larkin.
		- Public Library Standards Committee leadership. Contact Haley Lagasse.
* **Star**:
	+ Broadcast to membership about OLA Hotline editor recruitment.
	+ Recruit for Outreach Round Table.
	+ Future agenda topic: Round Tables that have been inactive.
	+ Create video highlights of the meeting with Brittany to share with membership.
* **Shirley**:
	+ Will continue to look for 23-24 retreat venue options besides Menucha, possibly without a two-day minimum.
	+ Zoom webinar add-on option paid this year. Wasn’t used last year. May want to switch to on-demand before it renews.
	+ Work with CSD & SSD on conference scholarship discount codes.
* **Arlene**:
	+ Share OLAQ usage stats with the membership.
	+ Review of round tables that are not active, make a report for Star, and go from there.
* **CSD**: Get OLA Conference scholarship information to Shirley by December and discount code to Liisa by January.
* **Wendy and Kirsten** will work together to boost awareness of the ALA Values survey.
* **Wendy** will be inviting OLA Board to SLO Strategic Planning review process.
* **Adrienne**:
	+ Share EDIA Statement with Esther Moberg, Abigail Elder, Will Worthy to encourage sharing with ICMA.
	+ Draft minutes by the end of the following week.

**Next meeting**

* Virtual only. December 16.
* Next drop-in November 18. Look for email with discussion topic.

***Adjourned***