**OLA Board Meeting**

**December 7, 2018**

**Approved by board 2/1/2019**

Location: Oregon State Law Library 10:00

In Attendance: Esther Moberg, Elaine Hirsch, Jeana Menger, Jane Corry, Brandon Wilkinson, Kathy Street, Caren Agata (Interim State Librarian)

Online: Buzzy Nielsen (past president), Lori Wamsley, Shirley Roberts, Jerianne Thompson, Angela Arena, Meredith Farkas, Stephanie Lind, Stuart Levy,

1. Welcome
2. Intro and Reports
   1. OASL had a great conference, working on reporting of school librarians with state legislators.
   2. ACRL had a joint conference with WA. Piloting 3 webinars that are open to anyone.
   3. PLD Public library standards were approved by membership.
   4. CSD Fall workshop was successful, incoming chair leaving the state so that position is open. Mock Caldecott in January.
   5. LIRT Hoping to improve engagement in coming year.
   6. OYAN had membership meeting, they formed committee for critical points/talking points for challenges. Next meeting February 8th.
3. Agenda Changes
   1. None
4. Minutes
   1. Jane moves to accept Elaine seconds APPROVED
5. Strategic Plan Check-In (Year 3)
   1. Reviewing templates, loaded on Google Drive, full document will be brought to next meeting. Sub-committee will be meeting again.
   2. Website usability study Esther is forming a taskforce
   3. Northwest Central How best to reach our audience and provide a central training location
   4. Advocacy
   5. Eastern/rural libraries
   6. Member Engagement
   7. Institutional Knowledge
   8. Professional Development Opportunities
   9. Esther is working to develop 2020 Visioning taskforce
6. Association Report/Cyber Insurance Coverage (Shirley)
   1. Worked with OASL Conference
   2. Contract for 2020 conference in Bend is signed
   3. Contract for 2021 is being prepared
   4. LIOLA 2019 is close to being signed
   5. Helping OBOB with registrations 657 schools registered
   6. Filed quarterly OASL quarterly report
   7. CSD mock registrations
   8. LIOLA applications
   9. Met with investment officers
   10. Joint Conference working with WA staff, marketing
   11. Cyber Insurance – changed provider and have realized a $850 savings. Coverage for directors was approximately $900. Agent proposed cyber insurance coverage quote was for $1090, security breach liability, website publishing, restoration of electronic data, extortion threat, programming errors, Omissions liability, public relations expense. Shirley is introducing the information at this meeting. She does not feel it is necessary for OLA at this time, since we do not store credit card information for members. Shirley will take questions back to the agent to clarify the policy regarding merchants we use and deductible level. Shirley will invite agent to join remotely at next meeting. Shirley will place quote on secure site and share link.
7. Treasurer’s Report (Lori)
   1. Checking $175,252.29
   2. Total Assets $952,147.23
   3. Dues income 49.9% increase from last year at same time.
   4. Finance/Investment Committee recommendations for OLA Board – Report recommends to rebalance stock portfolio.
   5. Recommendations are provided in written report for Donivan LPL account. These recommendations fit with our investment policy.
   6. In the future perhaps there needs to be a new policy regarding OASL funds.
   7. Connected Wealth Recommendations include rebalancing the existing portfolio.
   8. No transfer of funds is recommended in any accounts as of this time.
   9. Caren asked about the cost of fees for the rebalancing of monies. Lori responded that the committee feels the fees will be offset by the changes realized. Shirley hopes that the rebalancing will offset the possible future losses based on stock market changes.
   10. Motion to approve the financial recommendations by Buzzy 2nd by Jeana APPROVED
8. PLD/OLA SWAT team discussion (Esther)
   1. SWAT teams would be available to visit libraries to help with projects. For example; renovations and workflow changes. PLD approached OLA executive board to work together to develop the plan. Volunteer teams would be formed to create consulting groups. Caren spoke to the State Library offering consulting services and for this group not to replicate services. This may be a good opportunity for a LSTA grant. The original idea perhaps was the result of a keynote speaker and the emphasis was on facility workflow. Examples are how the furniture is arranged or how the public computers are placed.
9. Legislative Report (Stephanie)
   1. Report will be attached.
   2. Sue commended the people advocating for library proposal
   3. OLA letter written on proposal by early January will be prepared.
   4. Legislative Day Tuesday, February 12, 2019 Jane Corry, Katie Anderson, Deidre Conkling, Kate Lasky. Position paper and talking points will be prepared.
   5. 2020 Census update email brief was described.
   6. Library funding update, Lower Umpqua still proceeding, North Douglas is open, Roseburg still proceeding
   7. Pre-conference proposal was accepted. Donna Cohen will be presenter. The session has multi sponsors.
   8. Thanks to Amy Hutchinson for help with Broad Band Committee HB4023.
10. Interim State Librarian Report
    1. State Librarian recruitment, position open until December 19th. Candidates will be presented to governor’s staff. The starting date has yet to be determined. Caren will be providing the testimony for the state W&M committee.
    2. In preparation for future budget years the staff is working hard to prepare accurate reports.
    3. Ready to Read funds are available in coming budget years (2019-2021)
    4. State Library renovations have not started and no firm starting date.
11. OLA/WLA 2019 Joint Conference Report (Sue & Shirley)
    1. In a meeting 12/5/18 they compared OLA vs Joint conference rates. Early Bird rates will be $285 for members. This includes additional meals and speakers in comparison to OLA. One-day registration will be $140. Pre-conference will be $60 for half day and $80 for full day. The money will be split if it has joint WA and OR sponsors. There is no administrative fee for pre-conference sessions.
    2. Marketing for membership will be important; members will see benefits with lower conference rates. The conference should be promoted as a “Super Conference”
    3. Discussion of scholarship possibilities. OLA units offer some. Leadership development scholarships are an option.
    4. Shirley will ask about the option of purchasing a ticket for Keynote speaker/author meals.
    5. 157 regular sessions and 18 pre-conference proposals were submitted.
12. OLA Quarterly Report
    1. Hotline Blog and Newsletter, very few submissions are being received. Communications committee works on this.
    2. Should we change the Hotline from bi-weekly to monthly?
    3. Do they have support from board to try new ideas? Yes the board agrees with this.
    4. How is Hotline aligned with other publications and divisions?
    5. Does Hotline only want to offer original materials?
    6. A suggestion is for the president to write a piece each month that would serve as community building.
    7. A recommendation is for the committee to analyze readership of the hotline. Numbers of readers and interest of readers.
13. Open Forum
    1. Kathy reported on participation at FIL from Oregon
    2. Jeana asked for feedback on encouraging scholarship applications
    3. Shirley said she will ask for scholarship information for website, currently only the leadership scholarship is linked. Marketing and timing are also essential.
14. LIOLA19 Committee Report (Lori)
    1. Contract with Village Green Cottage Grove June 18-21, 2019, applications open December 1st through January 15, 2019. Working with the same facilitator as first LIOLA. Received a final payment of $16,410 from PCC as fiscal agent for previous LIOLA.

Next Meeting: February 1st (virtual meeting)

Adjourn Motion Jeana, 2nd Elaine APPROVED 2:50pm