



## **Executive Board Meeting**

**February 4, 2022, 10:00 am - 3:00 pm**

Present: Shirley Roberts(OLA), Arlene Weible(OLA Pres), Stuart Levy(OLA Treasurer), Susan Cackler(CSD), Halsted Bernard(PLD), Sami Kerzel(OLA Member at Large), Nancy Hoover(Interim State Librarian), Kate Lasky(Immediate Past Pres), Elsa Loftis(Awards), Rinny Larkin(SSD), Ericka Brunson-Rochette(EDIA), Emily O'Neal(IFC), Buzzy Nielsen(Parliamentarian), Marci Ramiro-Jenkins(OLA President-elect), Denise Auld(OYAN), Rebecca Stoltz(Membership), Kirsten Brodbeck-Kenney(ALA Councilor), Perry Stokes(IFC), Grace Butler(OASL)

### **Agenda changes/Minutes:**

- Susan Cackler was present at the December meeting but was not listed. Changes have been made
- **Approval Item:** It was moved by Arlene Weible to approve minutes with correction and seconded by Susan Cackler. Motion Passed.

### **Petition to State Library re: EDIA consultant**

- Having a dedicated EDIA consultant available from the state library would be beneficial to OLA
- Goals, objectives, and petition text to present to SLO has been created
- Marci has been nominated for this position by her colleagues
- She is soliciting input for goals/objectives
- The current 5-year plan at SLO lacks an EDI focus
- This position would alleviate some of those issues and address them in the long term while incorporating more BIPOC representation
- Consultant needs to be someone with the connections needed and that represents trust, not an outsider that isn't familiar with our issues
- Marci is asking the OLA Board to endorse this position

### Discussion:

Buzzy-SLO is evaluating its policies. The SLO is aware that EDI should be a focus and they are committed to making it so. EDI consultant would be a welcome position. He stated that because they are a state agency, they would not be able to create the position with someone in mind. They would need to go through the proper state channels

Halsted- Their City has included in their budget funds to hire an EDI manager. Cannot stress enough the importance of removing the burden of teaching entire organizations and

entire groups of people off of those that have been victimized, minoritized, and underrepresented. Very excited about this process and wants to know how PLD can support moving forward

Kate- Expresses support for the position and Marci's placement in this role. Would love to be able to call on her and not overburden her

Rinny- Supports questions raised and this discussion

- **Approval Item:** Arlene moved to endorse the petition, Halsted seconded. Motion passed.
- The next step is to circulate the petition through OLA channels
- Change.org was suggested as a means to circulate the petition
  - Kate raised privacy concerns about change.org and asked that we explore other options

Here are the links to the [report](#) and the [petition text](#)

### **Treasurer's report:**

#### **Financials as of December 31, 2021**

*Note: Detailed financials can be found on the OLA [website](#). (have to be logged in to view)*

#### **Balance Sheet (September 1, 2021 - December 31, 2021):**

- a. Checking: **\$182,587.54**
- b. Total assets: **\$1,209,148.99**

#### **Profits and Losses (September 1, 2021 - December 31, 2021):**

- c. **Dues income: \$23,062.50** which is a 28.1% increase from this time last year (i.e. we are up \$5052.00 in dues income compared to this time last year).  
We have budgeted \$55,250 for dues income for the 2021-22 fiscal year.
- d. **Total income: \$38,320.47** which is a 20% increase from this time last year (i.e. we are up \$6378.97 in total income compared to this time last year).  
We have budgeted \$118,185 for total income for the 2021-22 fiscal year.
- e. **Total expenses: \$33,709.97** which is a 14.7% decrease from this time last year (i.e. we have spent \$638.80 less than we did last year at this time). The two areas we are currently over budget are Liability Insurance (\$2071 budgeted, \$2140 spent) and Cyber Insurance (\$1307 budgeted, \$1531 spent).  
We have budgeted \$118,185 for total expenses for the 2021-22 fiscal year.
- f. **Net income: \$4610.50** which is a 160.7% increase from this time last year (i.e. we are up \$12,203.68 in net income compared to this time last year).  
We have budgeted \$0 for net income for the 2021-22 fiscal year.

#### **Investments Update (September 1, 2021 - December 31, 2021)**

- a. Connected Wealth Solutions (short to medium term investments)

- OLA General Account: an increase of \$773.01 since August 31, 2021.  
Account value: \$160,235.33 and Original Investment: \$100,000.
  - OASL General Account: a decrease of \$139.83 since August 31, 2021.  
Account Value: \$160,986.34 and Original Investment: \$125,000.
- b. Donivan Wealth Management (long term investments)
- OLA Reserve: a decrease of \$12,101.96 since August 31, 2021.  
Account value: \$412,441.98 and Original Investment: \$233,916.80
  - Hull Endowment: a decrease of \$20,042.25 since August 31, 2021  
(which includes the transfer of \$21,496 to the Hull Earnings).  
Account value: \$167,473.05 and Original Investment: \$155,000.
  - Hull Earnings: an increase of \$20,352.19 since August 31, 2021  
(which includes the transfer of \$21,496 from the Hull Endowment).  
Account value: \$96,959.73 and Original Investment: \$25,351.85
- PLA generated income from 100 new members!

### **OLA Business Meeting in April**

- Awards will be presented at this meeting and not during PLA
  - The virtual business meeting will be on April 11th from 11 am-1 pm
  - There will be an election of officers and a minor bylaws change to eliminate the resource sharing committee
- There will be an OLA social event at PLA

### **Association Report**

- Since December a lot of time has been spent with Directors or individuals looking at their OLA membership and doing some very large invoicing for libraries that want their staff to attend and receive the savings benefit if they are OLA members
- December was the end of the second quarter for grants. All financial and claim for payment reports have been completed and submitted to SLO
- Worked with EDI on their new podcast programming and their agreement with SLO
- Will begin working with SSD on their registration form for their conference in July. SSD has a new treasurer that will help with this work
- Reconciliation of bank accounts
- A little work with OBOB, for schools that have not paid for that programming
- Has been busy and expects to continue to be busy
- Will work on business meeting

### **PLA Conference Update:**

Question: Do we want to cancel our in-person event at PLA on 3/22? Is the Board comfortable proceeding?

- Kirsten says that if people are going to PLA anyway, then let them attend in person
- Susan and Star support an in-person event
- Sami asked about the requirement of vaccination status at our event
- Shirley will ask the Kennedy School what their vaccination requirements are
- Arlene got word that there are enough people registered for OLA's Pre-conference for it to move forward

- Fostering a more stronger and inclusive democracy through library programming presented by Donna Cohen
- We will have an OLA booth in the exhibit hall
- There is funding for volunteers to offset the cost of the conference. Contact Lacey Legal for more info

### **Acting State Librarian report:**

- An offer has been extended to Wendy Cornelisen from the Georgia Library system for the State Library position.
  - She will start March 1st.
  - Will be at PLA to present on the EDI work they are doing in Georgia.
  - Nancy will bring to OLA event so that we can meet her
  - Announcement from Governor's office is coming shortly

### **Reopening**

The official reopening date of January 1, 2022 was postponed again because of the Omicron variant of COVID-19. We have no date for reopening, the State wants to see what happens with Omicron before deciding on a date for reopening. Divisions do have a plan that embraces hybrid working based on our business needs and the needs of our constituents that will be implemented once we actually reopen. For now, it is business as usual in a hybrid mostly remote working environment.

### **Hiring the State Librarian**

In late November and early December, we had the final interviews with 4 candidates for the position of State Librarian. We gathered feedback from the interview groups: constituents (including OLA Executive Board, State Library Board, State Archivist, State Preservationist, State Law Librarian), staff and Managers. The Hiring Committee met on December 9, and it was decided to put one candidate forward to check their references. After reference checks, this candidate was presented to the Governor and the hiring process is now in her hands. At this point we have no timeline for hiring or having a new State Librarian in place, but the process is moving along as fast as possible.

### **Broadband Office**

The Broadband Office, part of Business Oregon, is ramping up in preparation for the money coming in after the recent passage of the Infrastructure Investment and Jobs Act which includes the Digital Equity Act.

Nancy and Buzzy met with leaders of the state Broadband Office to offer our assistance in spending the Broadband money since we have a deep understanding of the broadband needs of libraries and communities across Oregon. We wanted to be part of the conversation before the money gets allocated rather than after all the decisions have been made.

The State Library of Oregon was invited to participate as a subject specialist in a Broadband Program Rules Advisory Committee. Buzzy will represent the library on this committee.

### **Library Support & Development Services**

Thanks to Arlene and our statewide database provider Gale, [Libraries of Oregon](#) now has a new home. The new site includes most of the same features as the old site, including geo-authentication into Gale databases and access to LearningExpress Library. Many thanks to Oregon State University Libraries, particularly Margaret Mellinger, for hosting the site for several years and supporting statewide access to electronic resources.

Public Library Consultant and Continuing Education Coordinator Darci Hanning has organized two six-month long Edge cohorts for public libraries. Edge is a program of the Urban Libraries Council that helps libraries set goals for digital inclusion and technology. The State Library funds one cohort every year, and this year it focuses on data fluency to build capacity in libraries to access, understand, and use various data sources. The second cohort is special this year, funded by ARPA. It is designed to support libraries in actively addressing COVID-19 recovery by addressing the digital divide and advancing digital inclusion in their communities.

For the Summer Reading Program this year, Youth Services Consultant Greta Bergquist used LSTA funds to give a \$250 credit for over 50 of the smallest libraries in the state to spend on summer reading materials. They can use the credit at the store of iREAD, a national summer reading program, to purchase items such as signs, shirts, bookmarks, and other items to promote their summer programs.

Thanks to the hard work of Darci and Library Consulting Assistant Ferol Weyand, there is now a [calendar of continuing education events](#) for Oregon libraries. Ferol adds new events to the calendar and particularly highlights opportunities being made available by the State Library.

[Northwest Digital Heritage](#), our digital library partnership with Oregon Heritage and the Washington State Library, recently added over 50,000 new records, including records from the State Library's own digital collections that are maintained by Government Information and Library Services. Thanks to Data and Digital Collections Consultant Ross Fuqua for his tireless work on the project.

### **OLAQ Update**

- The OLAQ winter issue relaunch will be late. Should be done 3 weeks from now
- Publication is going smoothly
- Updating guidelines to be more accurate as they go
- Excellent issue with fabulous illustrations. Excellent Authors and great topics
- Planning for the next issue to come out in the summer
- It has been a pleasure to edit this publication
- Having a copy editor has been super important and she appreciates that support

from the Board

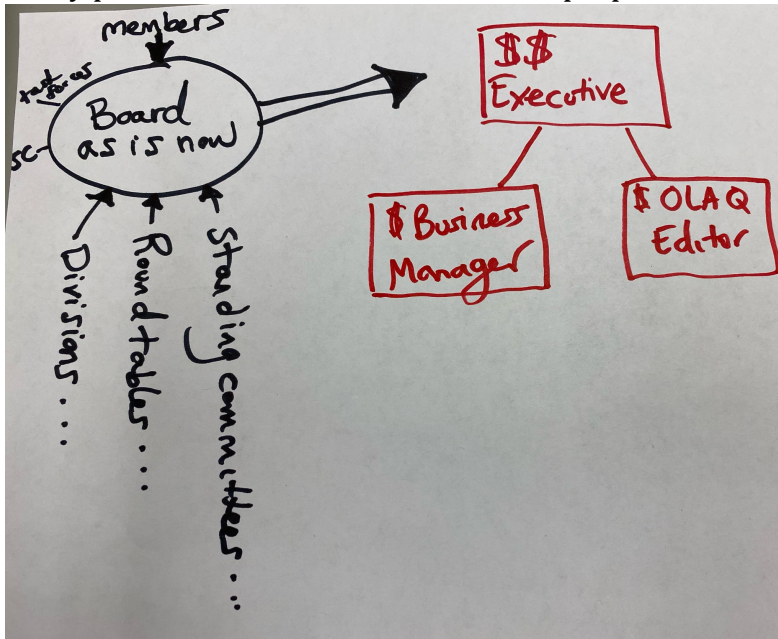
## Lunch Break

### Task Force on Administrative Infrastructure proposal

- Bigger proposal on how to fix the issues that we have been talking about
- Asking the Board to appoint a task force to review the structure of OLA's administrative infrastructure and finances to support OLA administrator
- There are things that Shirley focuses on as manager, but there are bigger issues that need someone else to coordinate
- Stable, growing organization but we need to make sure our infrastructure is strong
- Executive Director position would not replace OLA Administrator but is meant to complement it
- Arlene would like to put forth the proposal for the Board to vote on but wants to allow time for discussion because she is concerned that because it was a late addition to the agenda, not everyone has had a chance to overlook it.

### Discussion:

- Kirsten is in favor of this. A lot of OLA's institutional knowledge lies with Shirley and that isn't fair. Having that long term executive director would be beneficial
- Great way to look at how we are doing things at OLA and freeing up some time
- Shirley says that Arlene and Kate visited with her about the proposal. Since she has been with OLA, the organization's movement has grown exponentially. Communications and fundraising need work and aren't really under Shirley's scope. Having that executive director in place would help her feel more comfortable when she does leave us.
- The first focus would be OLAQ editor and communication
- Rinny provides this visual breakdown of proposed structure:



- Stuart asks if we know if there are other organizations that have the 2 positions. CLA, New York and Texas have both an executive director and an association manager.
- We would like to have this person hired by February 2023 so the plan should be ready by the August retreat
- Arlene will take the lead in getting this started

**Approval Item:** Arlene moves that the Board approve the proposal to create this task force. Stuart seconded. Motion passed.

### **Strategic plan update:**

- Just checking in and remembering that we have this document and goals that we are working towards.
- Arlene reviewed and found that there are some activities that aren't being actively pursued right now
- She added the EDI podcast activity. Has passed the listed activity of creating a TED talk like program
- Everything else was either in progress or not being worked on. We will need to move on those
- The legislative committee is meeting and working on focused scopes
- The final focus is on membership. There have been some things done in terms of dues and payment methods. The task force will continue on this work
- Arlene feels we are doing really well on our goals. If anyone has any questions or concerns about what is on the plan, please reach out to her
- You can see the work plan [here](#)

### **Communications planning update:**

- The task force will handle the majority of this work.
- At the last informal board meeting, people were asked about the confusion between the role of OLA and SLO. A list was created with examples of what creates that confusion.
- Arlene is working on creating some sort of document/FAQ to clarify the differences.
- She was asked to speak at the Oceanbooks conference about OLA and SLO. Being a SLO employee, she's in a unique position to work on this.
- Working with communication specialist, Sadie, from SLO on this project
- Members raised questions on whether an executive director position could help address these communication and financial needs
- You can see the document [here](#)

### **EDI Antiracism Committee report**

- Granted \$5500 from the SLO to fund the EDIA podcast. Thanks to Shirley for all the help.
  - They have completed their first interview with Marci. It was a great opportunity getting to know her and her story outside of their working relationship

- It needs to go through editing and hopefully will be released by the end of February
- Arlene asks if there will be interviews with people outside of Oregon. Ericka says Oregon first. It's important to make sure our workforce and stories are heard
- OASL is interested in teaming up for a podcast
- EDI team welcomes all ideas for topics or connections
- Name of podcast is Overdue: Bleeding out oppression in libraries

### **Library Development and Legislative Committee report:**

- Committee restructured in the Fall and divided up work into 4 committees
  - Website committee that Janelle Youngblood has been overseeing
  - Publicity/advocacy group is being led by Arlene
    - An email was sent with a great breakdown of what LDLC is for and what type of work we do
- Subcommittee to work with Dalton Advocacy on screening bills that are coming before the legislature that might affect libraries
- Group working on broadband bill led by Kari May-HB4092
  - Kari May provided testimony during the discussion of that bill. It went well. One-pager on the e-rate bill has been created
  - This bill would establish a fund to have money to match any e-rate funding that libraries would get

### **ALA Councilor report:**

- Kirsten asks that if anyone has any strong feelings about whether council should be voting on stuff or if they should be advising the executive board, let her know
- ALA roundtables need to have at least 150 members to continue.
- You can check out Kirsten's full report [here](#)

### **Unit reports:**

CSD-

- Planning is underway for the Spring Workshop on Saturday, April 16. We are planning an outdoor event with a speaker about the importance of play, a sharing session about outdoor programming, and the Lampman Award Luncheon.
- There will also be a silent auction fundraiser which will be live for the weeks leading up to the workshop, and possibly some silent auction items available at the in-person event.
- In December and January, we had a successful pair of Mock Caldecott events.
- The replacement for the Performer's Showcase is still under construction



## PLD-

- Our **last PLD board meeting** was on January 14th over Zoom.
- **OLA Strategic Work Plan Focus on EDI and Anti-Racism:** We had a robust discussion around how we can support everyone working to create anti-racist public libraries by regularly communicating the importance of EDI and anti-racism in public libraries, and by regularly sharing learning and training resources for public library workers. We are working our way through the great resources that the EDI Anti-Racism committee has created for us on the website (<https://ola.memberclicks.net/ola-edi-antiracism-committee-training-resources>) and coming up with a plan to share and engage Oregon public library workers around these resources. It's key that we do our own work on this before asking for more work of our EDI Anti-Racism Committee, so once we have done that, we will reach out to the EDI Anti-Racism Committee to make sure we're on the right track.
- **Training:** We started planning our spring training for public library directors. We are postponing the date to May or June in hopes we can have an in-person event with hybrid options. We'll wait to see what Omicron does before making a decision in a couple of months. Our tentative topic is re-engaging employees and community members, post-pandemic: "How to have fun again at the library."
- **Public Library Standards:** The 2021 Public Library Standards were approved by the PLD board and posted on the OLA website (<https://www.olaweb.org/pld-standards>). But the fun thing about standards is that as soon as they're "complete" it's time to review them again! At our next meeting on February 17th, we will begin our cultural competency review of the entire document.
- **Fundraising:** We created a fundraising subcommittee to explore event ideas that raise both awareness and funds for our division.
- Our **next PLD board meeting** will be on March 11th over Zoom.

## SSD-

- Halsted from PLD came to our meeting and really energized the group on how we can align some of our efforts.
- SSD conference July 22 at Timberline Lodge
  - Re-engaging our presenters
  - Low response in sponsor casting
  - Budget draft suggests price may be \$150 (menu + presenters + inflation)
  - State Library can assist attendees with the conference fee
- PLA -
  - Three SSD members attending in person, 1 virtually
  - Trivia prizes for members of the winning team so far (hoping for 7, under \$25):

- Full DVD set of “The Librarians”
  - \$25 gift card from Powells
- 25 registrations for Donna Cohen’s pre-conference so far.
  - States represented: OR, WA, AK, NE, MT, IL, WS, AZ, IA
  - Rinny will be attending to support Donna as needed

OYAN-

- Just had winter meeting last week to wrap up PLA planning
- Will be selling raffle tickets again
  - Will be selling their tickets at a publishers booth
- Updating guidelines for OYEA award nomination

OASL-

- Jen Mauer is finishing safe school rubric
- It is election season for them and they have lots of vacancies
- HS librarian from Bend will take over as President in May
- Ayn Frazee will be President-Elect
- Would like to partner with OLAQ and wants to know what the time commitment would be for a board member
- Wants to have a spring get together but they are concerned due to COVID
- Next board meeting is in May

IFC-

- Coming really soon from IFC is a toolkit about intellectual freedom in Oregon
  - It will hopefully ready to launch in the next few weeks
- Been receiving lots of reports about challenges in school libraries across the state. They have been keeping track of those and offering support where they can. Genderqueer has been contested multiple times

ACRL-

Since our last meeting the ACRL-OR board has:

- worked informally to hear updates from the Anti-racism committee
- continued discussing our upcoming conference for late October 2022-- so far it will be in person
- Fixed our website that broke
- Discussed how to manage our documentation and will be experimenting with Google Drive. (And thanks to Shirley for doing some leg work to learn more about this option!)
- will be moving forward discussions about how to engage membership for feedback about a lot of things; scholarships, budget etc.

Shirley is redoing the tutorial/help videos. Memberclicks has been bought out by personify. She just wants to give everyone a heads up

**Action Item Review:**

*Shirley-*

Follow up with McMenamins about requirement of vaccination status

*Arlene-*

Follow up work with Marci about EDIA petition

Follow up work with Marci in relation to the infrastructure task force and getting it started

Getting more info about our event at Mcmenamins

**Adjournment**