



Oregon Library Association Executive Board Meeting

April 19, 2023, 2:00 p.m. - 5:00 p.m.

Locations: Riverhouse Conference Center, Bend, Oregon & Zoom

Minutes approved June 16, 2023

Present:

Star Khan (OLA President), Brittany Young (OLA VP), Arlene Weible (OLA Past President), Shirley Roberts (OLA Association Manager), Wendy Cornelisen (State Librarian), Stuart Levy (OLA Treasurer), Adrienne Doman Calkins (OLA Secretary), Buzzy Neilson (OLA Parliamentarian), Ericka Brunson-Rochette (OLA Member-at-Large & EDIA Chair), Tara Morissette and Emily West (CSD Co-chairs), Monica Hoffman (CSD incoming Chair), Liisa Sjoblom (Conference Chair), Jeremy Skinner (Legislative Chair), Haley Lagasse (PLD Chair), Rinny Lakin (SSD Chair), Stuart Auld (guest)

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

Welcome & Icebreaker (Star Khan)

- First in-person conference in four years.
- Our [community agreement](#) during our meetings.
- Icebreaker question: What is your least favorite icebreaker question?

Agenda changes/minutes (Star Khan)

- No changes to agenda.
- Draft minutes reviewed via Google doc, edits made.
- Minutes from February 17, 2023, approved unanimously.

Candidates Intro (Arlene Weible)

- Thank you to everyone who helped recruit and made it easy this year.
- Reads list of candidates, below. Candidates will be introduced at the OLA Conference business meeting luncheon.
 - Secretary: Robin Doughty & Roxanne Rentiera
 - Treasurer: Stuart Levy & Lee Van Duzer
 - VP/President elect: Ericka Brunson-Rochette, Laura Kimberly, & Kathy Street

Treasurer's Report (Stuart Levy)

- Reports as of March 31, 2023.
- See detailed financials on the OLA [website](#). (Log in required).
- Income down compared to last year. Conference income will be up at end of this month. Expenses for the conference will show up in next report. Investments up.

- **Balance Sheet (September 1, 2022 - March 31, 2023):**

- Checking: \$288,523.71
- Total assets: \$1,170,027.15

- **Profits and Losses (September 1, 2022 - March 31, 2023):**

- a. Dues income: \$42,247.25 which is a 5.1% decrease from this time last year (i.e. we are down \$2,254.50 in dues income compared to this time last year). We have budgeted \$60,000 for dues income for the 2022-23 fiscal year.
- a. Total income: \$172,177.94 (\$53,381.94 regular, \$118,796.00 conference)
The non-conference income is down 17.9% from this time last year, or -\$11,655.86. This includes the \$4700 distribution we took from our investments. The drop in income is mostly due to less dues income and a smaller investment distribution (we had over \$12,750 last year).

We have budgeted \$258,622.00 for total income for the 2022-23 fiscal year.

- b. Total expenses: \$74,485.65 which is a 26.4% increase from this time last year +\$15,571.59. Some of the highlights are \$3797 increase in merchant fees, \$2040 increase in conference workshop expenses, \$2600 for the retreat (didn't happen last fiscal year), \$6945 increase in advocacy education and awareness expenses, and \$2180 for Quarterly copy editing, which are new this year.

We have budgeted \$258,622.00 for total expenses for the 2022-23 fiscal year.

- c. Net income: \$97,692.29 which is a 1495% increase from this time last year, +\$91,568.55. We have budgeted \$0 for net income for the 2022-23 fiscal year.

- **Investments Update (September 1, 2022 - January 31, 2023):**

- a. Connected Wealth Solutions (short to medium term investments)
 - OLA General Account: an increase of \$4,232.64 since September 1, 2022. Account value: \$150,038.20 and Original Investment: \$100,000.
 - OASL General Account: an increase of \$3,879.85 since September 1, 2022. Account Value: \$159,050.99 and Original Investment: \$125,000.
- b. Donivan Wealth Management (long term investments)
 - OLA Reserve: an increase of \$988.84 since September 1, 2022. (increase includes the removal of \$4700 for our distribution) Account value: \$325,642.88 and Original Investment: \$233,916.80
 - Hull Endowment: an increase of \$2,605.92 since September 1, 2022 Account value: \$137,376.91 and Original Investment: \$155,000.
 - Hull Earnings: a decrease of \$1,922.37 since September 1, 2022 (decrease includes annual \$3000 transfer to OASL checking) Account value: \$82,799.40 and Original Investment: \$25,351.85

Association Report (Shirley Roberts)

- OBOB progressed through regional competitions and State was last weekend. Payouts happening to reimburse volunteers for sites, etc.

- Finalized the revised 2024 conference contract for Salem.
- Discussion of conference site offerings across Oregon and cost and size limitations. Usually after Salem go to Eugene.
- Conference speakers' checks have been issued [for 2023], signed by Star.
- Next will work on ballot. Has to be open for 21 days. Hope to announce winners at June board meeting.
- Will be working with Liisa alot to get all conference expenses reviewed and paid.
- Discussion: Think outside of our box of how things have always been done for conferences, we must look at things differently. Consider a virtual-only conference every few years.
- ACTION ITEM: Review 2023 conference evaluations, with attention to hybrid option.
- ACTION ITEM: Board to discuss onsite and virtual offerings for 2025.
- ACTION ITEMS FOR STAR: Discuss evaluations at next Drop-in OLA meeting. Have proposed recommendations ready for the June board meeting.

State Librarian Report (Wendy Cornelisen)

- See the [State Librarian Board Report for April, 2023](#).
- Budget updates not in report:
 - Budget work session is tomorrow, attending virtually.
 - Policy recommendations—DEI consultant position, and reference virtual coordinator permanent (still part-time). Also includes a policy request that was not in Governor's budget, talking book librarian position using vacancy hours and part-time hours available.
- All the key performance measures proposed by the state library board have been approved. The Senate bill about broadband is still alive, currently in Education Committee.
- Question to Wendy—How does one sign up to record a talking book? Recording studio has been moved to be quieter. Connect with Max, who is coordinating. Star is interested.

2023 Conference Update (Liisa Sjoblom)

- Registrations close to 500. Some cancelled due to snow. No refunds, but do get virtual access.
- Met minimum for hotel room nights. A lot of surprising costs. Expensive to do hybrid. Livestream discounted. Did get quotes from both companies that do this in the area.
- Do not know profits yet. Estimate is \$151k as of now.
- 4 sponsors—NW Natural (grant), SJSU, Virco, Antioch University. D10 providing equipment free of charge, thanks to Brittany. Hand-in-Hand also providing discounts.
- Conference app limitations. They are short-staffed.
- 25 vendors. Emporia cancelled.
- Food tickets just for vegetarian/vegan meals. See stickers on back for "protein" meals.
- Lisa announced "this will be the last conference I will chair." This will be the 4th one and 12 committees. Will still help with contracts.

- Pre-recorded conference sessions was a great option for presenters. Can take the stress out. Will be available via NW Central ongoing. Can also put up a recording afterwards. Shirley will work with any presenters who want to do that.
- Redmond conference space may be a good option in the future. Lane Co fairgrounds might work.
- 2021 virtual poster sessions with Q&A worked well.
- Tech issues this year with Personify for access to speakers and exhibitors.
- Discussion of hybrid and virtual pros & cons.
- Deschutes Public Library closed Thursday so staff may attend the conference. Visit Friday or Saturday. Crook County libraries closed Friday for the same reason.
- Big thank you for Liisa's hard work on the conference!

Bylaws Update (Buzzy Neilson)

- Up to us whether we are ready to send bylaws updates to the membership.
- Review of proposed changes and questions from last time:
 - Eliminate nominations committee. Ok.
 - Change to allow for one candidate for executive board position in extenuating circumstances can be added. Looked into divisions and two divisions also require two candidates to run, Children's Services and ACRL. Request to include that a single candidate on the ballot requires board approval.
 - Alternates—would need to be in the bylaws. Everyone except OASL and REFORMA would also need to change their bylaws. Co-chair model can be incorporated.
 - Review of permanent changes to permanent committees. Eliminate Nominations and Resource Sharing Committees. Rename Legislative Committee. Create OLAQ committee.
- ACTION ITEM FOR STAR—Revisit Communications committee decision until further discussion at a Drop-In session.
- EDIA Committee—Question has been posed if it should it be a division? Not recommended. Doing work for the whole org, not just a subgroup of membership.
- Proposal—add EDIA Chair (or rep) as a voting member.
- Discussion about whether to give memberships to volunteers on units who are not already members. Pros/cons. Prefer that non-members may be on committees that report to or are under Exec Board. Discussion of how to recruit for more inclusivity and diversity.
- Have funds set aside for gifting memberships that are needed? P&P—needs to be documented. Use budget process to create funds for gift memberships for transparency. Can make a line item within committees. Like not having Exec Board make the decisions.
- ACTION ITEM FOR BUZZY—Change bylaws to allow non-members on committees with President's approval. Chair would need to be a member.

- Discussion of benefits of membership and also creating a pipeline to OLA involvement that does not require membership.
- Recap other changes—pronouns, numbering/outline.
- VOTE for all changes—Adrienne made a motion, Star seconded, unanimous approval.
- ACTION ITEM FOR BUZZY—Prepare bylaws changes for membership vote.
- ACTION ITEM FOR SHIRLEY—Send ballots to membership.
- ACTION ITEMS FOR STAR—Next board meeting, talk about changing the budget to allow gift memberships this FY, then let units know they can request this FY.
- Round tables do not need formal closing.

Awards (Brittany & Star on behalf of Awards co-chairs)

- President's Award to Roxanne Rentierra
- EDIA Award to Ericka Brunson-Rochette
- Distinguished Service Award to Margaret Harmon-Myers, previous SSD chair
- Library Supporters of the Year—Karen Salman, Springfield Public Library and History Museum, and Keith and Margaret "Pepper" Teem from Mt. Angel Public Library
- Library Employee of the Year—Entire staff of Crook County Library
- Intellectual Freedom Award—April Witteveen
- President's Accomplice Award—Y'all have to wait for it tomorrow!
- Lampman Award—Rocío Espinoza-Cotero
- Pearl Award—Dia Noel, Umatilla Library District.

Library Development and Legislative Committee (Jeremy Skinner)

- Activity continues on current bills.
- Presenting a conference session on Advocacy with Tess.
- State Library Budget and SB 885 broadband bill are progressing in Ways & Means. Watching Dolly Parton Imagination Library and Early Literacy bill, both of which are getting support. Updates on other bills in progress that have potential to impact judicial system and education.
- Thank you to the Board for an increase to lobby expenses. Money well spent.

EDI & Antiracism Committee report (Ericka Brunson-Rochette)

- Empathy installation on hold for this year. Hopefully next year.
- Podcast episode just released March 31. That was the last episode of a season. Brittany co-hosts the 1st episode of season 2: Alternative Facts in Libraries.
- Reposting an episode for April.
- After that, Patty Wong, City Librarian of Santa Clara and previous ALA President, and Chantelle Walker, in SF bay area, Leading While BIPOC.
- Grant funded next year as well through LSTA funds.

- Call out coming soon for new members, especially looking for voices from academic and school libraries before end of school year. Need new co-chairs. Enjoyed my time, and also important for other voices to be included.

Unit/EDIA sharing (All)

- CSD–Tara, Monica–Auction went really well. Emily–CSD has a booth in the exhibit hall.
- SSD–Rinny–
 - Book mending session this morning: It is a different type than we usually present, more focused on getting items to circ a few more times and not archival. Kits for sale \$20.
 - Conference in Ashland, July 20-21.
 - Award for 2023 OLA Distinguished Service award show and tell.
 - SSD Leadership retreat at the historic Spindrift Cottage in Manzanita, August 14-17. Need incoming secretary, treasurer, chair and two Members at Large. We originally had a separate conference committee and we want to restart that opportunity. All outgoing and incoming SSD board and conference committee members invited to stay at the cottage. OLA presidents and unit chairs/ reps are invited to make guest appearances!
 - Sponsoring the Donna Cohen streaming only session. It is not in the printed program and it will not be recorded.
- PLD–Haley–
 - Working on documenting and planning where we'd like to be in five years, plan out buckets to get there.
 - PLD Standards committee has mostly new members. Starting fresh. Traditionally had an annual revision of several sections in year. Instead, reviewing for cultural competency. Kickoff, Monday, May 8 (since rescheduled) meeting open to everyone, virtual with break out rooms to collect comments, suggestions, etc. We will use that feedback in revisions. Also intend to get outside work to help with cultural competencies.
 - PLD budget process is done and now getting regular reports.
 - PLD Spring unconference–did not require OLA or PLD membership. 30 attendees. Positive, will likely make an annual event.
 - PLD Reception at conference.
 - Recruitment for Exec positions.
 - Ericka–EDIA committee members are interested in helping. Consider “cultural humility” instead of “cultural competencies”.
- LIOLA participants will be announced early June.
- Oregon Authors new website is showcased as a poster session. Modeled off of Oregon Performers Directory.

Action Item Review (Star/Adrienne)

- Important dates:
 - Next meeting is drop in on Zoom, May 19, 10-11:00 a.m.
 - Retreat is in August at Menucha. (Dates added after meeting from Shirley: We will arrive on Sunday, August 6, 7 pm for those that choose to do so, with actual meeting to start on Monday August 7th. We will conclude at 11:30 on Tuesday, August 8.
- Everyone–
 - Review 2023 conference evaluations.
 - Board to discuss onsite and virtual offerings for future conferences.
- Star–
 - Discuss Conference evaluations at next Drop-in OLA meeting. Have proposed recommendations ready for the June board meeting.
 - Star will facilitate a future drop-in topic on communication.
- Shirley–
 - Email out Retreat dates and accomodation information.
 - Send ballots to membership.
- Buzzy–
 - Prepare bylaws changes for membership vote.

Adjourned at 5:03 p.m.