**OLA Board Meeting
Location:** OLA Board Retreat, Menucha Retreat and Conference Center, Corbett
Called to order at 1:32 p.m. on 8/13/18

**In attendance:** Elsa Loftis (Past President), Buzzy Neilsen (President), Melissa Little (Leadership committee), Danielle Jones (ALA Representative), Esther Moberg (Vice President), Korie Buerkle (Secretary), Shirley Roberts (OLA Association Manager), Steve Silver (ACRL Oregon), Lori Wamsley (Treasurer), Emily David (Conference Co-Chair), Stuart Levy (OASL President), Sarah Roland, (incoming chair of DIGOR), Darci Hanning (State Library), Jane Corry (CSD Incoming Co-Chair), Jeana Manger (CSD Incoming Co-Chair), Sue Ludington (Incoming Conference chair), Alice MacGuogan (Outrach roundtable), Krista Reynolds (incoming Intellectual Freedom co-chair), Kirsten Brodbeck-Kenney (Intellectual freedom co-chair), Linda Campillo (International Relations roundtable), Emily O’Neal (Tech services roundtable incoming chair), Mark Peterson (LIRT), Blake Kincaid, Laural Winter (Staff training roundtable), Brandon Wilkinson, Natasha Forrester-Campbell (CSD), Lorie Vik, Arlene Weibel (outgoing DIGOR), Patricia Moran (Reforma co-chair), Angelica Novoa De Cordeiro (Reforma co-chiar), Angela Arena (incoming co-chair OYAN), Jerianne Thompson (incoming co-chair OYAN), Elizabeth Lopez (outgoing Reforma), Lacy Legal (Membership committee), Veronica Vichit-Vadakan (IRRT co-chair)

***Monday August 13***

1. **Welcome, housekeeping, intros (Esther Moberg)**
2. **OLA Core Values Statement (Esther Moberg)**a. Mission statement: Statement still works for OLA as we continue to change

b. Vision statement: Empowered locally, engaged nationally
3. **President’s Report (Buzzy Nielsen)**
a. Unexpected dismissal of state librarian: Spoke with Senate and governor’s office, and state library board. Continuing to work on finding a new state librarian. Hoping to target specific people to apply. Pleased that the governor’s office listened to stakeholders.

b. Inclusion of “George” on the OBOB elementary list. OASL, OLA, OBOB have worked together to create resources.

c. Library closures, but some rebirths this year.
 1. Voters approved two new library districts: North Douglas library district, Lower Umpqua
 Library District.
 2. Roseburg library will be reopening within next year.
 3. Wallowa County library district closed.
 4. Wagner Community library closed this month.
 5. Josephine county library system had success with voters this year on their 3rd try.

d. Legislative issues
 1. LSTA funding was cut by Trump administration, but it was still funded by legislators.
 2. Law libraries- Legislation could have changed funding for county law libraries.
 Able to stop that change until law libraries can be a part of the conversation.
 3. Working to change standards for public libraries.

e. We now have a fundraising committee. We need to coordinate those efforts.

f. Inaugural cohort of LIOLA this year.

1. **Website**
a. (Elsa) Looking at next steps for website. Looking at usability study.

b. (Shirley) Send Shirley your calendar information so she can update the website.

c. OLA Units are listed on website. Shirley will update new chairs and email in September.

d. About OLA: Find information on executive board meetings, documentation for board meeting, etc.

e. Financials: current budget, monthly membership and financial reports under login for members only, ERRF for reimbursements, and investments

f. OLA history

g. List of OLA conferences, including division conferences

h. (Sue Ludington) “Take action” section lists the legislators for your area
2. **State Librarian report (Caren Agata)**
a. Recruitment for state librarian is ongoing, February is the expected hire date for a new state librarian.

b. Stalled renovation issues: For the foreseeable future the remodel is on hold. State library staff are in a small space. Demolition occurred in former space.

c. September 11, 2018 is the launch date for the new state library website

d. Attended Western council of library directors: Supportive of Oregon in sharing information about shared issues.

e. Working through budget process: testifying before Ways and Means in January and February

f. Working to establish a recording studio for *Talking Book and Braille* library

g. Successfully renegotiated statewide database contract for a 5 year contract

h. IMLS site visit: National representative toured around the state learning about Oregon LSTA programs.

i. Bringing in Communications Coordinator for the state library

j. Professional development grants (Arlene Weibel)
 1. Continuing program to support continuing education
 2. Double grant funds of existing units up to $1,000
 3. Units who did not participate last year are encouraged to participate this year.
 4. (Shirley) Some units do not have fundraising built in for budget, and so do not offer
 scholarships. Would you entertain an application from a unit or roundtable that didn’t have a
 scholarship?
 i. (Arlene) We want an established process in place for the units before we give them money.
 But for anyone looking to establish a program we can help set that up.
 ii. (Sue) how many roundtables have scholarships and how do you fund that?
 iii. (Mark Peterson) LIRT has scholarship funded from one particular event.
 iv. (Arlene) There are about 8 units that offer scholarships. About 5 applied last year.

1. **2018 conference report (Emily David/Lorie Vik)**
a. 508 attendees, public library staff most attended, 155 people registered for Saturday, about 100 attended

b. Highlights: Trading cards done by Lacy were a big hit, karaoke fundraiser was popular, tote bags sold out in 15 minutes.

c. Final numbers: $13,671 profit from conference. Unexpected administrative costs, plus other. Author event was not well attended, but the author was great.

d. Programs and networking were listed as important to people on the surveys

e. Ideas and suggestions: More networking opportunities; one chair for exhibits and sponsors, time on Saturday for visiting vendors, possible “end event” for conference.

f. Conference committee handbook needs to be updated.

g. Tried to be proactive about communication on website. Continually looking at what is the best way to get information out to conference goers.

h. (Arlene) Lunch is a good time for networking, but there are speakers during lunch the entire time.

i. (Kirsten) New member tables was a nice spot to have people meet. It was hard to hear to network. Perhaps a table toward the middle of the room would work better?
2. **2019 OLA-WLA conference report (Sue Ludington)**
a. WLA has a co-chair for the conference as well, programs coordinator, Lacy Legal, Susan Davis communications coordinator, Bridget Cane, Arlene Weibel volunteer coordinator

b. April 17-20, 2019, Vancouver Hilton

c. Theme for 2019: Charting the unknown together, working on logo design, meeting once a month, 8 rooms for 75-100 people, 2 rooms for 25 people

d. WLA has full time staff, and are accustomed to bigger conferences

e. What is the benefit to a joint conference? Broader reach and viewpoints with WLA. But every time profit margin shrinks

f. (Lacey) some socializing opportunities in the works from WLA.

g. (Lori) Are there areas where people can go for socializing?
(Shirley) very little

h. (Sue) Sessions until around 4 p.m. on Saturday
3. **Unit representation through conference program (Sue Ludington)**
a. Suggests smaller group of people looking through conference program.

b. Proposals: (Lacey) We are open to have programs sponsored, then reaching out to units and seeing if there is anything they are excited about.

c. Proposals close October 14 or 15

d. Technical roundtable does a great job with proposals so it would be a good idea to reach out.
 i. (Emily O’Neal) We have an all-day meeting talking about the theme for the conference and
 what people want to see for the conference. Our meeting rep is on the program committee
 to advocate for what we want.

e. Units should connect with their counterpart at WLA

f. (Lacey) Please make Lacey aware of any fundraiser you usually host at the conference. Please use gmail account to keep all information in one place.

1. **Unit updates**
a. Reforma (Elizabeth Lopez)
 1. Libros for Oregon: Still need 2-3 people to be part of the committee from PLD or CSD.
 2. Working on titles for Pura Belpre, which will be held on 12/8/18 in Estacada.
 3. Talking with Reforma from WA before conference. Reforma is not part of WLA.
 4. Newsletter for national Reforma is starting up again,

b. Membership (Lacey Legel)
 1. 150 people have signed up for memberships
 2. Trading cards were a big hit, perhaps series 2 at next OLA conference.
 3. Conference buddies would be a good idea for joint conference.
 4. Perhaps make buttons for OLA members?

c. Library Information roundtable (Mark Williamson)
 1. Good programs at conference with good feedback
 2. ILAGO summit went well, looking for more opportunities to partner
 3. Professional development grants were used for summit, able to offer 5 scholarship
 4. Now have OLA gmail account, with Google drive, so working to compile information.

d. Staff Training Roundtable (Blake Kincaid, Laural Winter)
 1. So far 6-7 people on listserv
 2. Just getting started, but would like to have training opportunities for people in rural
 communities.
 3. Looking at online training through webinars

e. Leadership roundtable (Melissa Little & Jane Corry)
 1. Just gave two scholarships for the summer to trainings
 2. Miranda Farkas has moved on from Mentorships, but has set up process to continue

f. OASL (Stuart Levy)
 1. Great fall conference last year with author Jason Reynolds
 2. October conference coming up with Matali Perkins
 3. Received additional LSTA funding for state library teaching standards
 4. “George” controversy- Miranda Doyle created website full of resources for banned books
 i. Jen Maurer and Ross Beltzer did webinar for handling challenges
 5. Advocacy committee formed
 6. Scholarships- would like to expand for more people
 7. Looking for ways to support paraprofessional staff. Targeting resources for school libraries.
 8. Looking at board structure to make more efficient

g. Children’s Services (Natasha Campbell-Forrester)

 1. Fall workshop, first mock Coretta Scott King award workshop this year, mock Caldecott this
 year, and the spring workshop was about diversity
 2. Changes to board bylaws, looking at more changes.
 3. Talking about member engagement, working with OPEC to help with book lists for their
 newsletter.

h. Public Library Division (Kirsten Brodbeck-Kinney)

 1. Project outcome training through LSTA training. Great feedback on program.
 2. Created ongoing committee for standards. In Sept. will present standards to library
 community. Working with Legislative committee as well.
 3. Making changes to have more engagement: Made changes in bylaws to “Member at large”
 position.

 4. Registration for diversity, equity training in Bend in September for library leaders. Friday
 Sept. 21st will be directors meeting.
 5. Continuing to work on involvement and recruitment. Always need people for standards
 committee.

i. Finance and Investment committee (Lori Wamsley)
 1. Healthy organization, continuing to invest for OLA

j. Honors and awards committee (Leah Griffith)
 1. Awards committee no longer known as HAS committee
 2. Awards committee needs to have people with a broad awareness of OLA.
 3. Membership needs to be 3 past presidents, past chair of OASL, ACRL, SSD, PLD, CSD, OYAN.
 Would need changes in bylaws. Will bring that forward at Oct. Meeting.

k. Legal Reference (Sue Ludington)
 1. Brought back reference summit, just under 100 people attend. One day summit to discuss
 reference service.
 2. Worked with first half of OLA session on ICE to bring in lawyer and other experts.
 3. Presentation on county law libraries
 4. Oregon Legal research workshop

l. Reference roundtable (Sue Ludington)
 1. Explore scholarships
 2. Recruit member for chair
 3. Continue the reference summit

m. Nomination committee (Elsa Loftis)
 1. Two incoming: Elaine Hirsch (president-elect) and Kathy Street (secretary)
 2. Approached people who showed interest in OLA before
 3. About 30% of voter turnout

n. DIGOR (Arlene Weible)
 1. Focus on programming: OLA conference and reference summit
 2. Bill before congress to modernize federal depository program.
 i. About 20 libraries in Oregon part of the program. Program needs to be reformed. Stuck in recess, but it might move after the elections.
 ii. Might ask for an advocacy effort from OLA. Program to make sure people have access to government documents. Each member of congress has designated library.

o. Linda Campillo (International Relations roundtable)
 1. Working to keep Horner exchange- Oregon librarian exchange with Chinese librarians.
 i. Budget is very low. Maybe wait until 2020 as we fundraise.

p. Technical Services roundtable (Emily O’Neal)
 1. 5 sessions and preconference at OLA. Brought in Terry Reese.
 2. Tech services is interested in training.
 3. Aug. 24 is next meeting to talk about upcoming conference with WLA.
 4. Roundtable does not have scholarship
 5. Updating cataloging and tech services resources.

q. Outreach roundtable (Alice MacGuogan)
 1. Little movement this past year, but looking for opportunities this year.

r. Intellectual Freedom committee (Krista Reynolds)
 1. Organizational structure cleaned up this year.
 2. Updates on Facebook, Libs-OR, newsletter
 3. Conference on training new staff members.
 4. Been in contact with WLA
 5. Awarded intellectual freedom award to Charles Brownstein.

s. ACRL-Oregon (Steve Silver)
 1. Menucha joint conference with WA coming up.
 2. Keynote presenters are waiving honorarium, using the funds for scholarships
 3. Scholarships: professional development scholarships were given out this year
 4. Making use of GoToMeeting to provide webinars for others throughout the state
 5. Increase publicity around ACRL national webinars to membership
 6. Sponsored OLA conference sessions, reaching out to WLA counterpart for next year

t. OYAN (Angela Arena)
 1. Meeting coming up in September, regular membership meeting in October.
 2. New incoming co-chairs and secretary
 3. Successful raffle, and successful preconference, and Book Rave

***Tuesday August 14, 2018, 10 a.m.***

**In attendance:** Elsa Loftis (Past President), Buzzy Neilsen (President), Melissa Little (Leadership committee), Danielle Jones (ALA Representative), Esther Moberg (Vice President), Korie Buerkle (Secretary), Shirley Roberts (OLA Association Manager), Steve Silver (ACRL Oregon), Lori Wamsley (Treasurer), Stuart Levy (OASL President), Sarah Roland, (incoming chair of DIGOR), Darci Hanning (State Library), Jane Corry (CSD Incoming Co-Chair), Jeana Manger (CSD Incoming Co-Chair), Sue Ludington (Incoming Conference chair), Alice MacGuogan (Outrach roundtable), Brandon Wilkinson, Kirsten Brodbeck-Kenney (Intellectual freedom co-chair), Emily O’Neal (Tech services roundtable incoming chair), Mark Peterson (LIRT), Blake Kincaid, Laural Winter (Staff training roundtable), Brandon Wilkinson, Natasha Forrester-Campbell (CSD), Lorie Vik, Patricia Moran (Reforma co-chair), Angelica Novoa De Cordeiro (Reforma co-chiar), Angela Arena (incoming co-chair OYAN), Jerianne Thompson (incoming PLD), Elizabeth Lopez (outgoing Reforma), Lacey Legel (Membership committee), Veronica Vichit-Vadakan (IRRT co-chair) , Kate Schwab (Outreach roundtable), Stephanie Lind (Legislative committee), Amanda Dalton (Dalton Advocacy) Betsy Schultz (Dalton Advocacy)

1. **New Leader Orientation for New unit leaders**
* Finances (Lori Wamsley/Shirley Roberts)
* Parliamentary practices (Buzzy Nielsen)
* Memberclicks (Shirley Roberts)
* GoToMeeting (Shirley Roberts)
1. **Overview of OLA legislation work (Dalton Advocacy Inc. & Stephanie Lind)**
a. (Stephanie) Overview of committee members: 9 committee members (including unit representatives), emeritus members, state librarian, lobbyist from Dalton Advocacy

b. OLA has paid lobbyist.

c. Mostly active by email. Work on legislative issues, discuss what needs action

d. Operate off of legislative agenda

e. (Amanda) Last year was short session this year- condensed session in 26 days. 260 bills introduced. Priority issue is Ready to Read grant funds.

f. Budget rebalancing this year.

g. HB 4023 Public broadband for rural Oregon (OLA rep. Amy Hutchinson, Lake County Library District)
 1. Hope to have a map available soon so you can see where the broadband is located. Final rules in next 30 days. OLA will submit comments.

h. HB 4097- Law Library services: The amended the statute would have impacted libraries across the state. Didn’t oppose or support, but asked for law libraries to be included in conversation. The conversation will keep moving forward.

i. HB 4155 Net neutrality- public body: Currently in rule making, public utility commission deciding rules.

j. SB 1515 Children’s Services district: OLA would like to build up what we have (did not get a public hearing)

k. 2018 General election (60 house members, 15 senate members, governor race)

l. Legislative session: 1/22/2019 to 6/30/19

m. OLA agenda for 2019:
 1. New state librarian: OLA needs to be included in conversation
 2. Ready to Read funds: Priority issue, what will governor’s recommended budget include?
 Last session legislators would not support cuts to Ready to Read.
 3. OLA bill: Updating the definition of “public library”: Asking for legislative sponsors to
 include minimum standards. This will dictate whether people will receive R2R funds. Most
 public libraries will meet standards
 4. (Darci) The state library will be able to help those who don’t meet minimums by giving
 them 2 years to rise to standard, and receive help to do that.

n. (Stephanie) Relationship building: reach out to legislators
 1. Write thank you notes for Ready to Read support.
 2. Send email to Dalton Advocacy that you will be meeting with legislator so we are all on
 the same page, and they can provide background.
 3. Arrange for photo, invite legislators to programs.
 4. (Buzzy) You can write letters even if your legislator does not support libraries and tell
 them what your library has done with funds, or about what net neutrality provides for
 your library.
 5. (Jane) Save the date: Feb. 12, 2019 is OLA Day at the Capitol
 i. Need books to give away. Please contact Jane Corry if you have books to giveaway

o. OLA PAC: Oregon’s political action credit
 1. Oregon’s political tax credit: allows individuals to contribute $50 and allows tax credit
 2. OLA sends the president-elect to ALA legislative day. Others participate as well.
2. **Strategic Plan updates and next steps (Esther Moberg)**
a. (Buzzy) 2016 we identified broader goals and specific actions. Three year plan, going into year 3.

b. [Timeline document](https://docs.google.com/spreadsheets/d/1BZxutFUoIdIccYr3WRUluS1CF_IjzP_GrTBL8CPrObI/edit#gid=1143818179)

c. Website, finding ways to help you reach out to your membership were key areas of action.
 1. Fundraising committee was formed. Need place for consolidated information.

d. Advocacy: Need to make core values more accessible
 1. Legislative committee helps OLA to act quickly without going back to OLA Board for vote first.

e. Eastern/Rural Outreach: Units have moved meetings around the state, involving more people. Continue to schedule meetings around the state.

f. Improving member engagement: Need to find small ways to get people involved.
 1. SSD- are new roundtables taking on SSD tasks? Are directors getting the message about staff development for support services?

g. Institutional Knowledge: We don’t have a lot of built in institutional knowledge. Mostly through appointed members.
 1. Did create specific unit email addresses
 2. Need to work on how to retain institutional knowledge
 3. Member engagement: Volunteer opportunities, internships

h. Professional Development Opportunities
 1. OLA session on involvement, speed-dating with units
 2. NW Central maintained

i. Create more and better professional development opportunities
 1. Looking into Webinar functionality of GoToMeeting and now Zoom
3. **Looking through Strategic Plan as a group**a. Communications evaluation**:** 1. Coming up is usability study, Beta testing RFP for redesign
 2. OLA email addresses are helpful to pass on knowledge
 3. (Miranda) If there’s a graduate school project it could be the usability study
 4. (Shirley) Google docs is only as good as the organization
 5. Not all units have unit emails yet. Please contact Shirley if you need unit specific emails.
 6. Northwest Central acts as a repository, but needs someone to call attention to it, and organize it.
 i.. (Darci) Encourage OLA to consider an LSTA grant to get key requirements fleshed out, consider maintenance and sustainability.
 ii. (Mark) For ILAGO we have a technology officer with one gatekeeper to manage.
 Maybe that’s a position you could add.
 iii. (Darci) Develop the business need, hire someone through grants, and then implement

b. (Kirsten) Policy clearing house would be helpful. We’ve been talking about that for PLD, but maybe this could be a Northwest Central position.
 v. (Elsa) We scaled Northwest Central back before because it wasn’t being used

c. Rural library outreach and support
 1. Continuing to work on this- virtual options and holding meetings across the state.
 2. (Kirsten) Only problem is occasional travel issues.
 i. (Elizabeth) Reforma has had members reach out to members to host meetings.
 Benefits have been seeing people we wouldn’t otherwise see.
 ii. (Shirley) It depends how far east you have people travel. It’s more of an impact if you
 have more people traveling west to go east. Bigger events are easier to plan for than the
 three hour meeting.
 iii. (Steve) ACRL-Oregon has traveled as well. We do have a designated person for
 GoToMeeting.
 iv. (Emily) Struggle with how to support key members, and meet needs of entire group.
 v. (Sue) Maybe some roundtables or units could have a joint meeting around training.
 vi. (Buzzy) Also opportunities to do training with outside entities.

d. Improve member engagement
 1. How to get people involved without asking them to chair units
 2. PLD is interested in taking on taskforce of member engagement.
 3. (Jane) Has anyone done this successfully?
 i. (Buzzy) At times on the legislative committee has needed direct asks from people from something small. This has been successful.
 4. (Elizabeth) Still general perception that OLA is only for librarians with MLS.
 5. Tricky with travel and staff for part-time staff and support staff.
 6. (Kirsten) Buzzy will speak to public library directors about importance of OLA
 involvement.
 7. (Leah) Challenge with support staff was a board who didn’t change, who were career support staff, but then we had people from library school,

e. Professional Development Opportunities
 1. Engaging paraprofessionals
 2. (Meredith) ACRL-Oregon will be piloting webinars. We could report back to OLA on how
 it works.

f. Visioning Task Force for 2030
 1. Convening another group soon
4. **Conference 2022**a. PLA will be in Oregon in 2022
b. (Lorie) Did OLA members get a discount?
 1. (Shirley) Not involved at that time, but will be looking into it.
 2. Next conference after will be in Salem. Janzen Beach is a possibility since site has updated.
 3. ACRL national will be in Oregon in 2027
 4. ALA midwinter will be in Seattle in 2019
 5. No OLA conference in 2022
5. **Financial Report (Lori Wamsley)**
a. OLA budget is set by president, Shirley, and Lori
b. [OLA balance sheet](https://ola.memberclicks.net/assets/Finance_Membership_Monthly_Reports/2017-18/2018_07/OLA%20Balance%20Sheet%202018_07.pdf)
c. [OLA Profit & Loss Actual vs Budget](https://ola.memberclicks.net/assets/Finance_Membership_Monthly_Reports/2017-18/2018_07/OLA%20P%26L%20General%20Fund%202018_07.pdf%22%20%5Ct%20%22_self)
d. [OLA Profit & Loss Prev Yr Comparison](https://ola.memberclicks.net/assets/Finance_Membership_Monthly_Reports/2017-18/2018_06/OLA%20P%26L%20Prev%20Yr%20Comparison%202018_06.pdf%22%20%5Ct%20%22_self)
e. [OLA Enterprise Fund Report](https://ola.memberclicks.net/assets/Finance_Membership_Monthly_Reports/2017-18/2018_06/OLA%20Enterprise%20Fund%20Accts%202018_06%202018_06.pdf%22%20%5Ct%20%22_self)
c. Dues income: $56,261, up 4.3%
6. **Action Items For OLA Strategic Plan 2018-2019** (Led by OLA President Esther Moberg)
7. Communications
1. Evaluation
 i. Website
 ii. Usability Study
 iii. Beta Testing
 A. RFP for Redesign (2019-)

2. Northwest Central
 i. Guidelines for usage
 A. Redevelopment of site
 B. Maintenance of site

3. Fundraising
 i. Standards and best practices (Shirley Roberts to lead)

b. Advocacy
 1. Core values Statement (Esther to lead)
 2. Legislative Day

c. Eastern/Rural Libraries Engagement & Support
 1. Scheduling meetings around the state
 2. Engage and collaborate with Eastern and/or Rural Libraries as much as possible

d. Improve Member Engagement
 1. Inclusion of Support Services Staff in training and messaging (para-professional
 opportunities & engagement)

 2. Educate Directors on important of paraprofessional training and networking within
 OLA/benefits and value of investing in ALL staff

 3. Value added to membership posting volunteer opportunities, internships, and jobs

e. Institutional Knowledge
 1. Set up an archiving resource for all OLA boards, committees, roundtables, etc.
 i. Policies and procedures for what to archive, chronology and subject guide, retention
 policy, weeding policy, etc.

f. Professional Development Opportunities
 2. New committee on training opportunities
 i. NW Central
 ii. Speed dating with units
 ii. What is OLA? Reoccurring session at annual conference
 iv. LIOLA
 v. OLA committees and roundtables

**Approved Motions**
None

**Upcoming Meetings:**
August 24, 2018, 10-3 p.m. Seaside Public Library, Seaside (transition meeting)
October 5, 2018 10-3 pm. Location TBD
December 7, 2018 10-3 p.m. Location TBD
February 1, 2019 10-3 p.m. Virtual Meeting for all
April 17, 2019 (Wednesday) Joint OLA-WLA Conference Vancouver Hilton, 2:30-5 p.m.
June 7, 2019 10am-3pm Location TBD
August board retreat (pending)
August board meeting (pending) Lewis and Clark College