



Executive Board Meeting Notes

October 5, 2018

East Bend Public Library 62080 Dean Swift Road Bend, Oregon

Welcome

Esther, Todd (Host at Bend)

Esther called the meeting to order at 10:03 a.m. Building logistics provided by Todd Dunkel. He extended tickets to attend the author reading tonight in Bend to anyone staying.

Introductions - Attendance

Esther Moberg, Jeana Menger, Danielle Jones, Caren Agata and Buzzy Nielsen. Virtually: Shirley Roberts, Lori Wamsley, Elaine Hrish, Jane Corry, Angela Arena, Stephanie Lind, Stuart Levy, Jerianne Thompson, Meredith Farkas, Darci Hanning, and Forest Johnson

Agenda Changes

Esther

No agenda changes

Minutes

Kathy Street, OLA Secretary unable to attend. Shirley Roberts, OLA Assn Manager, taking notes

Correction to 8/24/18 minutes: Correct spelling of Jeana Menger in all of minutes.

Buzzy Nielsen moved, Danielle Jones seconded. Approved with corrected spelling of Jeana's name.

Strategic plan check in

Esther

1. Website. Esther is reaching out to folks about useability study. She spoke with Richard Stoddard and he recommended to put together a committee/task force to looking at the process, see about contacting Emporia or TSRT to see if any would be interested . Besides looking at OLA website consider including Northwest Central as well. Encouraged to establish timeline for committee/task force
2. Fundraising. Shirley will be working on policy statement and best practices. Especially important in establishing units identify ways they can fundraising. No work to report on for month of September

3. Advocacy. Core value statement. Esther is leading this effort. She will reach out for help. Hope to start meeting end of October first part of November.
4. Eastern /rural library engagement - reaching out to have meetings in the eastern part of the state
5. Encouraging member engagement - focusing on support services staff. Esther did mention at public library directors' meeting how important it is for their libraries. Any recommendations, encouragement for support staff to consider participating in the SSD staff. OLA benefits and encouraging . Lacy is working on development member engagement efforts.
6. Archiving - what and how to archive. Will work on this piece after website review/changes made. However, if you are aware of an archive model, let Esther or Shirley know.
7. Vision Task Force 2030. Esther will be working on this at then end of her term.

Association Report

Shirley

Shirley reported it has been a busy month, which this report is going to be no different than in the past. Focus since August 24,

- OBOB: finalized OBOB17 grant and prepared all financial reports and submitted to State Library, helped OBOB committee get registration form completed and registration open (as of 10/4, mid afternoon 357 schools have registered), along with registrations comes numerous requests for help logging in to register, payment questions, etc.
- CSD: made revisions to FYE report and delineated expenses to more specific budget lines for future clarification, prepared CSD Performer's Showcase Registration form, prepared CSD Fall board meeting and conference registration form, responded to questions from new unit leadership
- PLD: prepared registration forms for the Fall Director's Meeting and EDI workshop
- LIOLA19 Committee -- prepared RFP for site contact, summarized returned RFPs, making final contact for clarification with identified sites to continue conversation....
- OYAN: helped with some research/cleanup on billing from OLA 2018 Conference
- OASL: assisted with questions, login issues for OASL 2018 Fall conference
- Finance/Investment Committee - started preparation for annual report from investment firms who handle OLA's investments. Meeting late October, first part of November
- Switched virtual meeting software from GoToMeeting to Zoom
- Finalized contracts with Riverhouse in Bend for OLA 2020 Conference and Salem Convention Center in Salem for OLA 2021.
- Closed out organization 2017-18 fiscal year, made necessary journal entries to start 2018-19 fiscal year. Revised draft budget based on 8/24/18 board meeting
- Finally, weekly deposits, cutting of checks, general email responses and responses to phone calls, etc.

Upcoming work: 1) continue to help units with events, etc., prepare and meet with OLA accountant to begin preparation of OLAs 990 return, finalize LIOLA site determination/contract, complete Finance/Investment annual report sessions, Fundraising, daily/weekly activities.

Treasurer's Report

Lori

- a. Summary for fiscal year 9/1/17 - 8/30/18 General Fund: Dues income up slightly, 2.5% increase: Income down 7.3% resulting from decreased registrations at OLA Conference; Expenses up 14.3% resulting from higher than expected costs for OLA Conference; Net Income, in the black \$2,426.31.

For full general fund and investment report from treasurer, here is the link to a protected page, must be a member and login to the site to gain access.

<http://olaweb.org/oregon-library-association---board-monthly-reports-2018-19>

Final budget review and vote for approval

Shirley

Shirley briefly reviewed. Noted that Committee expense line did not appear in total so adjustment on draw on equity needed to be correct. Determined that leg books can not be in the budget. Jane C moved/ Elaine seconded. Revised 8/24/18 budget with noted revision to draw on equity line approved.

Legislative Report

Stephanie

1. ORS for updated public library definition
 - Rep. Gomberg of district 10/central coast submitted our OLA bill concept at the end of last week to Legislative Counsel for drafting
 - The bill proposes to amend current language in ORS 357.400:

“Public library” or “public library system” means a public facility that provides free and equal access to library and information services for all residents of a local government unit. The State Library Board shall establish minimum conditions to be met, to include financial support from public funds and regularly-scheduled open hours agency responsible for providing and making accessible to all residents of a local government unit library and information services suitable to persons of all ages.
 - The intent is to provide a minimum expectation for what constitutes a public library versus what is just a “reading room”.
 - If/when this legislation passes details will be worked on for administrative rules with a tie in to the public library standards
 - State Library of Oregon staff will work with libraries that need assistance with meeting the standards

- Esther is reaching out to the smallest 6 libraries to explain how the minimum standards may benefit them
- This was presented to and discussed at the recent statewide public library directors meeting.

2. Dolly Parton Imagination Library statewide initiative

A lobbyist and DPIL supporter out of Eugene, Doug Barber, is putting together a bill to secure statewide funding for Dolly Parton's Imagination Library. Rep. John Lively (D-Springfield) and Rep. Julie Fahey (D-Eugene) have agreed to be co-chief sponsors. They are still working out the details and are planning to meet with Early Learning System Director, Miriam Calderon sometime in early October.

The LDLC was contacted by Pat Duke recently to see if OLA would be a supporter of the bill and help work to pass it. We have been discussing the pros and cons and have some questions that we are waiting for feedback on.

3. School Library legislation

The LDLC plans to work on draft legislation to amend school library OARs to give them more teeth. With a goal to potentially mandate strong school libraries with certified teaching librarians, support staff, and budgets in all schools. Tricia Snyder, OASL committee member and OASL working to secure data, information to assist with this effort.

4. Joint Committee on Student Success –

School librarians and others have been attending public hearings of the Oregon State Legislature's Joint Committee on Student Success around the state to testify on and to promote school libraries and certified school librarians as critical components for student success.

There is one more listening session:

October 10, 7 p.m.

Auditorium, Marshfield High School, 972 Ingersoll Ave, Coos Bay

Two ways to participate:

- Testify
- Join in support

For tips on testifying, contact: Kate Weber, Tricia Snyder, or Stuart Levy

5. TOR embargo letter

The joint letter from OLA and ODLC was sent to Tor Books on September 12 per the decision of your board at your August meeting. No response has been received.

The LDLC has been discussing whether they could be empowered to respond quickly to any type of embargos. We are thinking that it might fit under our legislative agenda and that this could perhaps be referenced in the OLA core values.

6. Library Legislative Day

Will take place on Tuesday, February 12. Announcements about this will go out to the membership in the near future. A LDLC committee member will orchestrate the scheduling and tracking of appointments with legislators. We will have a position paper and talking points – our lobbyist Amanda will help with that. A briefing will be held at the beginning of the day. A suggestion was made to have a webinar to help prepare folks – we will look into that possibility. In the past, Abigail and others created a training video. Thank yous will be sent after the event. Jane Corry and Katie Anderson are spearheading the book giveaways. Jane will talk more about that later on your agenda. Encouraged members to sign up. Would like to see more academic librarians participate. Meredith will encourage ACRL_OR members to consider involvement.

7. Library PAC

Abigail reported to Stephanie, there has not been an official PAC meeting or discussion in at least the past six months.. Not much activity. May want to contact Diedre Conkling. Buzzy indicated last activity was during some local districting efforts last year.

Brief announcements from Esther:

1. Buzzy and Esther talked with New York Times reporter regarding a following up on Douglas County Library Closure. Writer referred to Kate Lasky for additional information
2. Request from an individual who is doing a piece for Library Journal on sexual harassment in libraries. Is this appropriate to send out to members or would it be more appropriate for another venue, such as Libs-OR. Discussion followed. Will not send out via Membership but encourage her to use Libs-OR.
3. Esther attending WLA conference in Yakima later in October.

Brief announcement from Buzzy: OLA parliamentarian now has its own email. Any questions do not hesitate to contact him there. olaparliamentarin@olaweb.org

Interim State Librarian Report Caren

1. All listservs (mailing lists for state of 800) handled by State Library. Mailing lists transferred to Admin Services, IT department. Benefits State Library.

2. State Library web page redesign now done. Any problems contact Caren or any of her staff.
3. Purchase, fabricated and installed a recording studio in the state library. No recording of books just yet but still working on logistics, etc. Talking and Braille, instruction purposes, reference outreach, etc.
4. Communication Coordinator recruitment drawing to a close. Interviews next week. Should
5. Completed major outreach project on promoting. safari, from O'Reilly. Practical purpose what outreach efforts are successful and share other libraries in promoting an electronic resource.
6. Library Support: 2018 grants in hands of recipients. 2019 competitive grants start in November.
7. Support staff traveling around the state and attending regional and national events.
8. Public library stats do 10/1/18. 73 libraries refreshing youth collections
Statewide database library contract under discussion.
9. Mixed information news, grant management software. Hanging edge on cliff, legalling being signing contracts, etc., may be looking at another grant management software.
10. Susan Westin, went to state library directors meeting in North Dakota. Will share in the future

Legislative Book Request - Jane

Promote the award books at the capitol --. OBOB, ORCA, Beverly Cleary Award book. Have a display with the award books then have available

Desire to have the books that reflect more diversity, where donated books doesn't necessarily accomplish this.

Jane proposed a hybrid plan. Talk to Library PAC to see if they are willing to donate funds for the purchase of titles from OBOB, ORCA, Beverly Cleary award books. Then create a display of the programming to demonstrate libraries are more than books on shelves. Board supports the hybrid plan Jane proposed.

2019 OLA-WLA Joint Conference Report Sue

Theme established, Charting the Unknown Together, logos approved.

Request for proposals now open. Any feedback, problems, compliments regarding the proposal process please share with Sue or Lacey. Oct 29, noon is deadline for program proposal submissions.

Keynote speakers - Friday night banquet/ Saturday morning. Please contact Sue with other authors/speakers name.

OLA Unit Reports

Membership

1. CSD: very successful Performer's Showcase, 100+ with members of the public
Fall Workshop is open -- Early registration OLA members

OLA/WLA conference working closely with OYAn and CHAOS - ½ day conference proposal submitted and applied for and awarded professional development scholarships

2. PLD: held fall directors' meeting, 37 directors attend, dei workshop very popular and well received. FCC presentation. PLD is not doing a dinner at Joint conference this year.

3. OASL: Fall conference next weekend. 150 people registered. little short but still have
Many attending session on joint student success sessions.

4. ACRL_OR 10/25-26 conference coming up at Menucha. ACRL-OR is going to be piloting webinars for our members starting in Winter. If you work at an academic institution, please pass my survey on to them.

5. OYAN had our executive meeting on 9/21 in Salem. Proposals for the Joint Conference were discussed. Susan, my cochair is working with CSD and our WLA counterpart on this. We decided to investigate whether we need to make changes to our raffle this year. Specifically concerned about being able to sell the paper tickets at the conference and what the rules are in Washington state. We usually sell both online and in-person at the conference with the bulk of sales happening at conference. And it looks like we will not be having our fall workshop this year. We decided to just have our membership meeting in October and move our workshop to our winter meeting in February. We are in contact with a woman who does a training on teens and healthy technology use, tips and tricks, helping them deal with cyber-bullying, etc.

PLD Standards

Karen

A lot of discussion around not harming any library that will not be able to meeting library standards, because of e.g. population. Looking at more qualitative instead of quantitative criteria, various indicators. Plan on developing an ongoing committee will work on interative revisions. Currently seeking feedback from librarians within the state within the next week.

Internal Annual assessment for libraries or see where they fall regarding public library standards. Maybe use prior to libraries annual reports to city/county councilors

LIOLA19 Committee Report

Lori

Currently looking at location, dates. We did get agreement from PCC, who are holding balance of grant funds, to invoice for the remaining balance. We will no longer be required submit invoices, etc. These funds will be held in escrow for leadership institute activities.

By October 15 committee should have secured dates, location. Expect LIOLA19 to be held in late June.

There are sub-groups working on developing mentor training, another group on curriculum, and final group on application. Application to open by December 1.

Seeking input on how to effectively market the institute, scholarships, etc. Contact Lori or an member of the committee recommendations.

Future conference site contracts Shirley

2020 - Riverhouse, Bend Oregon April 28 - May 3, 2020

Contract briefly reviewed. Liisa Sjoblom has reviewed contract language, as well as Shirley.

Buzzy moved and Danielle seconded to approve contract as presented. Motion passed.

Esther will go by Convention Center to sign contract after Board Meeting

2021 - Salem Convention Center April 20 - April 24, 2021

Contract briefly reviewed. Liisa Sjoblom has reviewed contract language, as well as Shirley.

Danielle moved and Buzzy seconded to approve the contract as presented. Motion passed.

Shirley will work with Esther to get signed page back to Salem Convention Center

Next December 7, State Law Library, Salem Oregon