

Oregon Library Association Public Library Division

Executive Board meeting minutes

August 14, 2020, via Zoom

Present: Glenn Ferdman, Darci Hanning, Laura Kimberly, Haley Lagasse, Chris Myers, Mark Richardson, Sarah Strahl, Erin Wells

Absent: Jerianne Thompson

I. Call to order

The meeting began at 10 a.m.

II. Approval of past meeting minutes

Minutes of the board's meeting of June 19, 2020, were approved. They have been posted on the PLD webpage.

III. Election results

Erin reported that:

- Halsted Bernard, director of Tigard Public Library, has been elected PLD vice-chair/chair-elect.
- Amanda Bressler, assistant director of Albany Public Library, has been elected to an at-large position.
- Will O'Hearn, library services director of Eugene Public Library, has been elected to an at-large position.

Welcome Halsted, Amanda, and Will. And many thanks to departing board members Mark Richardson, Sarah Strahl, and Jerianne Thompson.

IV. Discussion of officer duties

- Sarah suggested that maybe we could have Shirley Roberts (OLA manager) come to one of our first board meetings of a new board cycle to give new board members an overview/introduction to OLA
- Maybe record/memorialize duties that different officers are responsible for
- Maybe a two-hour orientation with Shirley on OLA/PLD roles and connections.
- Erin suggested maybe having a position that is conference liaison
- Sarah suggested a survey, maybe in September, asking division members what the issues are that the PLD should be addressing
- As part of the transition, can we compile a shared list of responsibilities / commitments / duties, that could then be used to delegate and re-assign? Since so many things have been picked up by the chair by default.
- Laura and Erin will meet separately to compile a list
- Board members should email Laura and Erin with responsibilities and functions, both existing and aspirational, that PLD has under its umbrella.

V. Oregon Digital Library Consortium update

- Elizabeth Sonstegaard, adult-services librarian at Albany Public Library and vice chair/chair-elect of Oregon Digital Library Consortium (ODLC), attended the meeting to provide an update on ODLC.
- Usage stats for March-July 2020: number of unique users is up 25% and checkouts are up 30%
- ODLC has applied for an IMLS Cares grant to add materials so that the collection will more accurately reflect the user population. Primary goal is to establish Spanish-language collection inside Oregon Digital Library Consortium.
- LSTA grant: \$20,000 from that, and have added at least one copy of every OBOB book
- Thinking of changing by-laws to allow libraries more than one chance a year to join ODLC—goal is two different windows for applying, probably around the Fall and Spring ODLC annual meetings.
- Current fee structure from Overdrive is in place for at least two more years.

VI. Centering Race in Library Reopening webinar

- Darci said the webinar will be posted on the State Library of Oregon's Niche Academy page
- Erin said she would love to see the presenter do more presentations.
- Darci said it would be good to create a "community of practice" or a cohort to unpack and discuss aspects of the presentation. Give people a chance to debrief and brainstorm next steps.
- Putting this topic on September meeting agenda. Erin said this would be a good project for PLD to work on.
- Darci said that in Multnomah County Library there is a movement, with the hashtag #noMCLibraryLayoffs

VII. State Library Update – Darci Hanning

- The State Library building is currently closed to the public through October 31, 2020. It's possible that this date will be extended again. Staff are either working at home or in the building as needed and continue to provide services remotely.
- The State Library budget cuts for this fiscal year have been finalized (based on Monday's special session). No cuts to Ready to Read or current staff are expected. Most cuts were accomplished through cost-savings seen through reduced rent, staff vacancies, and holding off on hiring for some open positions. Complete details are available in this [document](#) (PDF).
- In a separate process, the State Library has submitted its proposed budget for the next biennium (FY2021-2023) which includes a policy package to increase Ready to Read. The State Library Board recommended that the State Library both raise the minimum grant for libraries to \$2,000 (currently it is \$1,000) and request funding equal to approximately \$2 per youth ages 0 – 14.

- Buzzy Nielsen will start on August 31 as the Program Manager for Library Support and Development Services. Susan Westin will transition to Chief Operating Officer (new position) on the same day.
- Ready to Read applications opened on July 1 and will close on August 31. Annual Public Library Statistical Report opened on or around August 1 and will close October 31. The survey includes new questions for both COVID-19 related items and in support of the Minimum Conditions. State Library staff will be using a specific set of questions for the survey to determine if a public library is meeting the Minimum Conditions or not. More details can be found on our LibGuide for [Minimum Conditions](#).
- The [COVID-19](#) and [Continuing Education](#) LibGuides continue to be updated. Related to this, Library Support will be hosting Topic Talks on monthly basis started in August and recordings will be available via the CE LibGuide. September's Topic Talk will be a Virtual Meet and Greet with Library Support (date TBD). The previous weekly Topic Talks were COVID-19-specific and the recordings will continue to be available via the COVID-19 LibGuide.
- The RFP for the online testing and skills building resource was opened and will close soon. The Statewide Database and Licensing Committee will be evaluating RFP responses.
- From Talking Books: Duplication on Demand has been fully implemented. The transition was completed in eight weeks instead of the original estimate of 6 months. Every patron gets up to 8 titles on a single cartridge. Each patron has two cartridges and as additional blank cartridges are prepared, the limit will be raised upon request up to a maximum of five cartridges. If public libraries would like more information on how to promote the services of Talking Books or want to connect patrons to Talking Books you can reach them at talkingbooks.info@state.or.us or 503-378-5389.
- The Strategic Plan has been approved and will be published on our website Priority initiatives include:
 - **Initiative 2:** Develop strategies and initiatives to assist libraries as they enhance and grow workforce development programming and activities.
 - **Initiative 15:** Work with state and regional workforce development agencies and organizations to identify collaborative opportunities with local libraries.
 - **Initiative 7:** Improve the State Library's continuing education program for library staff across Oregon through programming that is relevant and responsive to user needs. [Darci noted that the continuing education
 - **Initiative 27:** Develop and implement an equity lens for State Library use in reviewing and creating policies, programs, and services that remove barriers and address potential bias.

VIII. Next meeting:

3-5 p.m. Friday, Sept. 11 via Zoom.

IX. Adjournment

The meeting adjourned at 11:04 a.m.