

## **Oregon Library Association Public Library Division**

### **Executive Board Meeting**

November 12, 2021, via Zoom

**Present:** Halsted Bernard (Tigard Public Library), chair; Amanda Bressler (Albany Public Library), at-large; Darci Hanning, State Library of Oregon liaison, Laura Kimberly (Newport Public Library), past chair; Haley Lagasse (North Bend Public Library), chair-elect; Beka Murcay (Molalla Public Library), at-large; Will O’Hearn (Eugene Public Library), at-large; Greg Williams (Oregon City Public Library), at-large.

**Guests:** Elizabeth Sonstegaard (Albany Public Library), chair, Oregon Digital Library Consortium

**Absent:** Chris Myers (Lake Oswego Public Library), secretary

#### **1. Call to Order**

Board chair Halsted Bernard called the meeting to order at 10 a.m.

#### **2. Approval of minutes**

- Approval of previous meeting minutes: We did not approve minutes. We will approve two sets next meeting.

**3. Additions or deletions to agenda:** Amanda asked to add plans for the PLA Conference (added below).

#### **4. Review progress on our shared work (Halsted)**

- Preparation required: Open [PLD Exec Board Hub on Trello](#) and review the cards in the “Ongoing” column and in the current quarter column.
- 2021 OLA Strategic Work Plan: Halsted asked everyone to review the work plan attached to this card and add notes by next meeting.
- Public Library Standards
  - a. Update from Amanda and Darci: The technology section is reviewed and has notes that can be shared
  - b. Darci will add the update schedule to Trello

#### **5. Communications**

- We discussed how to improve communications to division members
- We should send Exec Board meeting announcements and send out minutes to all division members
- Greg had a question: How would we manage large attendance and participation? Do we have anything about hybrid meetings in our bylaws? Greg will help with brainstorming.

#### **6. Fall Training**

- Training was a success, it was a lot of information, the slide deck will be helpful since we didn’t record (due to sensitive information)
- Darci: should we speak with Emily and Perry about recording a no-audience version for Niche Academy? Maybe break apart into 15-minute videos. Darci will follow up with Emily and Perry, and will give feedback about including more talking points for frontline staff

- Emily and Perry will be sharing the slide deck so we can send it out to OLA members after their OIF meeting on 11/19.
- We had some technology and timing snafus with advertising the training to OLA members. How can we create a procedure for this so that one person's tech/timing issues don't impact the attendance of future training? Laura & Halsted will talk offline about developing a one-pager for marketing training to OLA members.

**7. Training Topic: Volunteers to assist with "Staff Development" - two sessions, one for directors and one for staff (Darci)**

- Darci: Volunteers to assist with "Staff Development" training topic? Already has one person, but needs one other person to help plan these sessions out. Jan-Feb or Feb-Mar.
- Laura volunteered to help. We could also send it to division members.
- We had a side conversation about how that works, involving the listserv hosted on MemberClicks, or another separate way through MemberClicks. Amanda will check in with Shirley.

**8. Discussion Topic: Do employers pay for professional organization membership? Is this a topic for PLD to act on?**

- If employers pay for professional organization membership, this increases participation and engagement; people are more likely to access benefits.
- What about the PL Standards? If it is encouraged by the standards, then it's easier to make the budget ask of councils, etc.
- We do think it's a conversation to bring up to the standards group, even though we're not currently reviewing that section, and then come back to this board about it.
- Side note from Darci: It is possible for libraries that have a Friends group or Foundation to use those funds to pay for professional membership, conference attendance, etc. State Library does what it can for scholarships and reduced costs.
- We'll talk about this at the next Public Library Standards meeting on 11/18.

**9. Discussion Topic: One thing we do well, one thing we can improve.**

- We had a robust discussion!
- Some things that were mentioned in the "do well" column: Coordinate quarterly trainings that are appealing to members and that are on current/relevant topics
- Some in the "we can improve" column: expanding opportunities to people more than directors because the perception is still there that it's a "directors club". We commit to being explicit in wording invitations and inviting individual people to participate who aren't directors, and asking directors to invite others who aren't directors. We can also build this into our bylaws, adding a support staff member to our board.
- We had a side conversation about whether or not the Support Staff Division chair would attend these meetings. Halsted will ask Jerianne (former PLD chair).
- We had a side conversation about whether or not someone from PLD board would attend the LDLC meetings. Halsted will ask Jerianne (former PLD chair). Greg is interested in being that person. Here's the contact info for LDLC: Kim Olson-Charles & Jeremy Skinner co-chairs (ldlcchair@olaweb.org)

- We had a side conversation about how we can continue to create both in-person and hybrid opportunities. The pandemic has increased the accessibility of attendance at meetings that would normally have required long commute times.

#### **10. Oregon Digital Library Consortium (ODLC) Update / Elizabeth Sonstegaard, chair**

- Recently ODLC biannual gov board meeting. Not a whole lot on agenda, meet and greet for new members. Went over basic budget, and are on track for annual spending.
- Received LSTA grant late in summer \$35k for diversity in the collection (\$7k on Spanish \$10k on own voices, divided the rest among patron requests and extra copies of OBOB copies)
- That was the 3rd grant that was completed under the new umbrella of PLD
- highlights: 2.4m checkouts over a million holds 100k unique users
- Current contract goes through June of 2023, hoping to keep that up
- General tone of Overdrive has changed from anti-consortium phase, softened a bit.
- Overdrive is removing the Overdrive app and moving all traffic to the Libby app in early 2022

#### **11. State Library Update**

Darci Hanning, State Library of Oregon rep on the board, submitted the following updates from the state library:

- State Library has launched the Oregon LSTA Evaluation Survey, due 11/18
  - a. How we spend our LSTA funds in Oregon is governed by a Five-Year plan, similar to a strategic plan you might see in a library. That plan ends in 2022, so we're currently working with the library consulting firm Constructive Disruption to evaluate how we've been spending LSTA funds and, more importantly, gather data to write our next Five-Year Plan, which will cover 2023-27.
  - b. If you receive a message about this survey, we are very interested in hearing from you!
  - c. And finally, the survey won't be your only opportunity to give input about our next LSTA plan. There are also some upcoming town hall meetings where you can share ideas with our consultants. More information on the town halls is available from the link, and we'll send out additional info next week, too.
- Ready to Read:
  - a. 2021 Reports are due December 1
  - b. 2022 Grant payment forms are available
  - c. To report staffing changes or if you have any questions or concerns, please reach out to Greta at [greta.bergquist@slo.oregon.gov](mailto:greta.bergquist@slo.oregon.gov)
- FY 2022 LSTA Competitive Grant Applications

a. LSTA Competitive Grant applications opened on November 1! Information on how to apply - including eligibility, requirements, and the timeline - can be found on our [LSTA grants guide](#).

b. Deadline for the final application is February 15, 2022.

c. New this year:

- We are implementing two-tiered structure consisting of small grants (\$1,000 - \$20,000) and large grants (\$20,001 - \$150,000). See the [grant information packet](#) (found on the [LSTA grants guide](#)) for differences between the two tiers.
- We are prioritizing projects that specifically target historically and currently underserved and under-resourced communities as identified in the State of Oregon's [Diversity, Equity, and Inclusion Action Plan](#), and projects from organizations that have not received an LSTA Competitive Grant in the past 10 years.
- If you are looking to have a local newspaper digitized for inclusion in University of Oregon Libraries' Historic Oregon Newspapers database, please consider applying instead for a [LSTA+ODNP Newspaper Digitization Grant](#).

• **Continuing Education Opportunities:**

a. Coming up in 2022 are two new [Edge Cohort](#) opportunities: the Digital Inclusion Action cohort and the Data Fluency cohort (being offered a second time in response to the [great comments](#) from last year's cohort).

b. The State Library continues to offer for free:

- Weekly webinars from People Connect Institute, covering various topics
- Monthly live webinars from Ryan Dowd
- Access to recorded webinars from PCI and Dowd and many more
- Access to asynchronous, self-paced tutorials.

c. Be sure to check out the updated [CE LibGuide](#) which now includes a calendar of training events; updates are made weekly to the calendar and several times a month to the guide overall.

**12. 2022 PLA Conference Planning (Amanda)**

- Amanda emailed around 10/20, if you're interested in being part of the local arrangements committee
- OLA-hosted Trivia Night at Kennedy School, 5-8 p.m. Tuesday, March 22; Rinny might contact Chris for trivia help
- OLA table @ PLA, needs volunteers to help staff. Lacey will reach out to Halsted.

**13. Next Meeting**

The next PLD Board meeting will be 10 a.m. Friday, January 14, 2022, on Zoom

In absence of secretary Chris Myers, notes submitted by chair Halsted Bernard.