

**PLD Board Meeting
Hillsboro Public Library
Friday, March 16, 2018
10:30 – 2:30**

Present: Karen Muller, Kirsten Brodbeck-Kenney, Marianne Coalson, Sarah Strahl, Margaret Alexander, Jerianne Thompson

State Library Update – Darci Hanning

- No report – At State Library In-service Training

Project Outcome Regional Trainings – Jerianne Thompson

- Josephine training was cancelled due to low registration.
- Coos Bay – 5 attendees; Jerianne did training on March 5.
- Lincoln County, Deschutes, Newport are coming up. Jerianne will send out another reminder through the listservs in a week.
- Eastern Oregon – One training offered in Baker City. Ontario Library District training next week. Still working on setting up others. Erin McCusker wanted to know if we need anything to verify they've done the trainings. Kirsten confirmed we are keeping track of attendees. A statement is fine, plus any photos they can send which can be used for promoting future trainings.
- Coos Bay Feedback Survey - Very positive responses, no additional feedback
 - Asked for trainings on assisting with the homeless and services for mental illness.
- Jerianne wants to do a follow-up survey for all September attendees to find out who is using PO, where they are in the process, etc. Jerianne will work on and send out in early April so we can gather the results by the end of April.
- Do we want to look at applying for a second LSTA grant for year 2, which includes hiring a consultant to help tie this in to the standards for Oregon public libraries? Decided to hold off for now given changes at the State Library.
 - Standards Update – four working on it: Karen Muller, Mo Cole, Hillary Ostlund and Pam North. MaryKay was going to take establishment criteria to the state legislature so the committee could move forward. However, this may be on hold until a new State Librarian is hired. Next meeting is April 15 for the Standards Committee. Also presenting about this at OLA.
 - Kirsten – the possibility of setting up a separate Standards Committee will be discussed at the next Executive Board Meeting.

Spring Directors Meeting Recap and Fall Planning – Kirsten Brodbeck-Kenney

- Went very well, with a lot of positive feedback.
- Email from Erin McCusker asking if we could do a directors meeting in Eastern Oregon – maybe The Dalles or Boardman. The group suggested Deschutes County or The Dalles due to hotel accommodation capacity, as well as catering options.

- Kirsten will send out emails to The Dalles and Deschutes County to determine interest in hosting the fall directors meeting, as well as hotel and catering options.
- Diversity, Equity and Inclusion Training – talked about having this training at the fall meeting. Nonprofit rate for Thomas Bruener is \$1,500 for a ½ day, which is cost prohibitive for our budget. Equity team at city of Hillsboro had Hanef Fazal come in for a training and he was fantastic. Karen will contact Hanef Fazal to find out costs and will ask their equity person at the city for other options as well.
- Talked about offering scholarship opportunities for directors from smaller libraries to be able to attend. However, we do have GoTo meeting as an option for those who can't attend. Offering assistance to the meetings that have trainings is a good idea, as well as the idea of offering a stipend to first time attendees.
- Nothing in place yet for fundraising in time for OLA, but hopefully this will be up and running this summer. Karen is continuing to work on the fundraising taskforce, which plans to ask the OLA Executive Board to have an official fundraising committee that would provide guidelines for each division on fundraising outside of normal fundraising with the membership. This would allow us to consider corporate sponsorships to cover the PLD dinner at the OLA conference, etc.

Pearl Award Selection - All

- Reviewed nominees and Sarah made a motion for our selection, Jerianne seconded. All approved. Award recipient will be announced at the PLD dinner at OLA on April 18.
- Kirsten will contact nominator of award recipient to coordinate attending PLD dinner with nominator, library director of recipient and award recipient. Nominator typically speaks about award recipient before PLD announces recipient.
- Karen will order Pearl award plaque.
- Karen will send Kirsten press release draft.

Pearl Award Procedure Updates - All

- Went through all sections of procedures and made updates. Marianne will revise and send out to Board for one more review before sending on to Buzzy for his feedback. The Executive Board will vote on these changes at their April 18 meeting.

PLD Banquet and Other Conference Matters

- Sarah and Karen have been in contact with banquet speaker, Marnie Webb. She asked what we would like her to speak about and has asked for a theme and length. She's been doing a lot of international work lately and also does a lot of Diversity, Equity and Inclusion (DEI) work. The theme of the conference is small and rural libraries. Length is 30 minutes and group confirmed the topic: the challenges in international rural and small libraries and how to listen to your community despite these challenges. We will cover the cost of her dinner. Karen and Sarah will follow-up with Marnie.
- Sarah will send out another email reminder promoting the dinner to LIBS-OR and Marianne will put on OLA memberclicks and send to OLA Hotline. Kirsten will send email out to directors' listserv.

- Business meeting Thursday, 4/19 at 5:15. Room TBD.
- All set for food, etc.

Additions/Questions/Comments

- PLD Bylaws Changes – March is the meeting we propose any changes. Proposed changes need to be sent to the membership at least two weeks before the business meeting at OLA.
 - One bylaws change – Changed directors-at-large to members-at-large throughout document.
 - Marianne will send out bylaws change to PLD membership two weeks prior (by April 5) to business meeting via memberclicks. Will also send out a reminder email the week of April 16 alerting members there is a bylaws change they will be voting on at the April 19 business meeting.
- Standards Committee – Kirsten will talk to Buzzy before Executive Board Meeting on how we want to proceed. Is it a subcommittee of PLD or a standing committee of OLA? A few things are up in the air with MaryKay being gone and her plans with bringing it forward to the legislature. We need guidance from the EB as to whether it will be under PLD or a stand-alone OLA committee.
- May Meeting – set timeline for nominations. Three positions open – Chair Elect/VP, #3 and #4 Members at Large. Reach out to past Pearl Award recipients, Project Outcome attendees and Leadership Institute attendees.

Task and Meeting Schedule Review

Dates for Rest of Year

- April 19, 2018 – Business Meeting at OLA in Eugene (TBD)
- May 18, 2018 – Crook County
- July 20, 2018 – Astoria (make hotel reservations soon if turning it into a long weekend)
- September 7, 2018 – Tualatin

Meeting adjourned at 12:28.

Next meeting: April 19, OLA in Eugene, 5:15-6:15

Task Review

Jerianne

- Project Outcome Regional Trainings
 - Send out another reminder through the listservs in a week.
 - Develop follow-up survey for September attendees to send out in early April

Kirsten

- Fall Directors Meeting - send out emails to The Dalles and Deschutes County to determine interest in hosting the meeting, as well as hotel and catering options.
- Pearl Award Selection - contact nominator of award recipient to coordinate attending PLD dinner with nominator, library director of recipient and award recipient.
- PLD Banquet – send out Sarah’s LIBS-OR email reminder promoting dinner on directors’ listserv.
- Standards Committee – talk to Buzzy before Executive Board Meeting on how we want to proceed - is it a subcommittee of PLD or a standing committee of OLA?

Karen

- Fall Directors Meeting - contact Hanef Fazal to find out training costs and ask equity person at the city of Hillsboro for other options as well.
- Pearl Award Selection
 - Order Pearl award plaque.
 - Send Kirsten press release draft.
- PLD Banquet – with Sarah, let Marnie Webb know length and topic/theme.

Sarah

- PLD Banquet
 - With Karen, let Marnie Webb know length and topic/theme.
 - Send out email reminder promoting dinner on LIBS-OR.

Marianne

- Pearl Award Procedures Updates – Revise procedures document and send out to Board for one more review before sending on to Buzzy for his feedback prior to Executive Board vote at April 18 meeting.
- PLD Banquet – send out Sarah’s email reminder promoting dinner on OLA memberclicks and send to OLA Hotline.
- PLD Bylaws - send out bylaws change to PLD membership by April 5. Send out reminder email the week of April 16 alerting members there is a bylaws change they will be voting on at the April 19 business meeting.