

**PLD Board Meeting
Virtual Meeting
Friday, July 21, 2017
10:30 – 1:30**

Virtual: Karen Muller, Hillary Ostlund, Lorie Vik, Susan Bloom, Kirsten Brodbeck-Kenney, Jerianne Thompson, Kate Lasky, Buzzy Nielsen, Darci Hanning

Absent: Kevin Barclay

Fall Directors' Meeting and Project Outcome Training – Sept 21 and 22

- Content: Did not get much of a response to the survey monkey. Most liked what we did last time and said do that again. Some want a combo presentation and discussion. Kirsten will resend the survey to the directors' list. We'll decide on topics at the Sept 8 board meeting.
- Logistics: Tigard is set for both days. Caterer is booked for both days – Karen is coordinating catering and will also ask about coffee. Jerianne available to help set up/break down both days. She'll contact Tigard about room set up. Kate can help with training support. Kirsten can help set up for the directors' meeting. Kirsten will nail down the training start time, likely 9:00.
- Registration: Karen will contact Shirley to get the registration form up in early August and collect payment. \$20 is enough to cover expenses for caterer, snacks, fees, etc.

Project Outcome Training

- Jerianne moved to sign the contract. Kate seconded. The motion passed. Karen will sign, scan and email the contract to Kirsten.
- Kirsten will schedule the planning call with Project Outcome. They have a checklist.
- Lorie will work with Shirley on the registration form.
- We split the extra LSTA money between travel and supplies, \$1,290 in each. We can ask them to amend it later if needed.
- Scholarship application:
 - It should go up at the same time as the registration form. Discussion about what it should include. We should stipulate it should be at least a 4-hour training, full day is better. It's okay to let people pair up to present training with another scholarship recipient, if desired. We can provide that list.
 - Jerianne will draft and send it to the board. We'll try to spread the recipients beyond the metro and Willamette Valley area. We can consider using extra grant money to help trainers travel regionally.
 - The scholarship is for a stipend. Recipients will submit receipts for reimbursement of up to \$250. We'll use OLA forms. Karen will work Shirley.
- When should we schedule the online forums? After discussion we decided on November 2017 and March 2018.

- We'll need to draft an evaluation form for the regional trainings. Karen will work on it after seeing what we get from Project Outcome.

Elections

We didn't receive nominations for some positions. We brainstormed candidates to reach out to. According to the bylaws, if we don't get enough nominees, we'll hold the vote and can later fill a vacant position via a mail ballot.

Librarians Without Walls

Karen connected with several people interested in a sister library exchange with Mexico. OLA has one with China but no others. She spoke with MaryKay who supports pursuing another exchange. The idea would be to send representatives there and have their counterparts come here with the goals of exchanging ideas, raising cultural awareness and helping us better serve the Hispanic community. Karen will meet with Reforma Oregon and IRRT. Karen requested PLD's endorsement of this idea and the board gave an enthusiastic yes. She'll put together a separate committee. There is no timeline or sense of scale yet; it's starting from ground zero.

Standards Update

First drafts are up for the committee to review. The larger group meets again on Sept 11 for the final review. Then we do beta testing. The movement to indicators will be very helpful, but we need to agree as a group as to where the indicators are focused. We've been hearing we need to add more numbers for comparison. They were removed before since they were not based on anything concrete. The State Library is in the process of hiring someone who will advise libraries on how to use the state library statistical data to their benefit.

Meeting adjourned at noon.

Next meeting: Sept 8, Lincoln City

Task Review

Deadline goals

Tues, August 1

- Send out registration for Directors Meeting
- Send out registration for Project Outcome
- Send out Project Outcome scholarship application
- Send out call to vote for the election (vote open for 3 weeks, one-third of ballots must be returned)

Karen

- Work with Shirley to:
 - Send out the registration form for the directors meeting. Lunch \$20. Send early August.
 - Set up the registration form for PO. \$50 charge. Say that the \$50 is supporting the scholarships and that LSTA grant supporting the rest.

- Figure out how to handle reimbursements and stipends to scholarship recipients. Use OLA forms?
- Work with caterer for PO and DM dates. See if caterer can also provide coffee.
- Get survey monkey info to Kirsten for posting to Directors list
- Sign PO contract, scan and send to Kirsten
- Draft evaluation form for regional trainings (once we see PO's evaluation form)
- Contact Tod at DPL to see if he has suggestions for the PLD election.
- Contact Kate about the Chair-elect position.

Kirsten

- Schedule planning call with PO. Confirm start time (9:00 a.m.?). Ask about evaluations.
- Resend Survey Monkey to Director's list soliciting discussion topics for meeting.
- Contact Darlene Johnson at Ontario and Jeremy Skinner at Curry to see if either are interested in the PLD board.

Lorie

- Work with Shirley to set up PO registration form. Deadline Aug 1. Work with Kirsten on draft language.

Jerianne

- Contact Tigard about room set up for Sept meetings.
- Draft PO scholarship application in Google docs and share with group.
- Consider the Chair-elect position.

Hillary

- Contact Perry to see if he has suggestions for the PLD election.

Kate

- Consider the Chair-elect position.