

**PLD Board Meeting
Astoria Public Library
Friday, July 20, 2018
10:00 – 2:00**

Present: Karen Muller, Jerianne Thompson, Kirsten Brodbeck-Kenney, Marianne Coalson, Sarah Strahl, Jimmy Pearson, Mark Richardson

Virtual: Margaret Alexander, Kate Lasky, Darci Hanning

State Library and Standards Update – Darci Hanning and Karen Muller

State Library Update

- State Librarian on site interviews happening next Thursday with two candidates. Staff have submitted questions in advance.
- IMLS (Michelle) was on site this week at the State Library (they visit every 5 years). She met with Susan, Ross, Karen and Shawn as well as with Library Support staff. She also visited with a couple of libraries that recently completed their LSTA grants.
- Working on migrating to a new website for the State Library which will launch in early September with a new URL: <https://oregon.gov/library>. Easier to navigate and user friendly. Content heavy pages on the website will move to the new LibGuides platform.
- Wallowa Library Levy did not pass, so several libraries closed July 1st. Wallowa City Library was not affected.
- Wagner Community Library (in Falls City) – closing public library on August 31st. Offered space inside the school which will now be turned into a classroom.

Standards Update

- 12 members on committee to get final push done.
- Everything is in the new format. Four new members joined (Denise Holmes/Banks Public Library, Adrienne Doman Calkins/Sherwood Public Library, Janelle Youngblood/Hillsboro Public Library and Emily David/Springfield Public Library).
- New format due last week. Reviewing now and committee members can bring back questions for clarification for next revision.
- Meeting next Friday for final overview, then sending to the technical writer. Thank you PLD for paying for technical writer services.
- Committee will send final standards to public library directors to prepare for September 21st directors meeting and presentation.
- Will be a living document.
- Worked closely with the OLA Legislative Committee and State Library to define the minimum qualifications to establish and maintain public library status. As stated in the June 29th Public Library Standards Committee meeting minutes, the following minimum qualifications statement was approved:

“Public library” or “public library system” means a public facility that provides free and equal access to library and information services for residents of a local government unit that receives at least half of its financial support from public funds, is open to and available to the public at least 10 hours per week, and meets conditions established and approved by the State Library Board.

The definition was developed by Dalton Advocacy Inc., OLA’s legislative lobbyist with the addition of “residents of a local government unit” from State Law Librarian Cathryn Bowie.

- Changing ORS that defines what a legally established public library is. If passed, then they work on more detailed ORS.
- Amanda, Karen and Darci will work on a one-sheet for Amanda that she can talk with legislators about so we can find bill sponsors.
- PLD now has the official charge to have the Standards Committee be an on-going subcommittee that leads annual updates to the standards. Proposing that Vice Chair, Chair and Past Chair be on the Standards Committee for continuity. Their role will be to share knowledge from year to year. Rest of committee is volunteers from PLD membership. Would like to have representation statewide. Kate would be happy to continue on committee this first year and Sarah offered if she’s not reelected on PLD board. Margaret would also like to be involved.
- Sarah moved that we form a subcommittee for Public Library Standards that includes these three positions: Chair, Past Chair and Vice Chair. Karen seconded. Motion passed.
- Kate asked who from PLD or Standards will work directly with technical writer – signing the contract and contact person(s) while the writer works on the standards in August. Kirsten will sign the contract (will go out Monday). Writer can send questions and the document to Karen and Mo Cole. If larger questions, Karen and Mo will send those out to the larger committee. Kate will send technical writer contact information for Kirsten, Karen and Mo.

Election Update

- Elections close tonight at midnight. Shirley will contact Marianne with results. Marianne will send results to Kirsten and she will contact all candidates and announce new board members on LIBS-OR. Marianne will send out announcement to PLD membership on memberclicks.

Libros for Oregon Representation

- Standing committee for Reforma. Looking for representation from various stakeholder divisions and would like someone from PLD membership. Sarah said someone from Salem will be the representative.

Legislative Committee Representation

- Margaret will be our representative. Responsibilities include attending meetings and reporting back. Karen will let Stephanie Lind know (current chair) that Margaret will be the PLD representative.

Fall Directors Meeting and DEI (Diversity, Equity and Inclusion) Training

- Meeting room at Deschutes Public Library booked for September 20 and 21. Kirsten sent out a save the date email.
- Thomas Bruner - \$1,500 for a ½ day + travel costs. Thinking 1-5pm. Sarah will follow-up with Thomas.
- Kirsten confirmed we can cover this cost based on our budget. We will need to discuss what to charge attendees.
- Focus of training will be for management and leaders.
- Can someone look into catering in Bend? Need to do snacks if we do an afternoon training. Optional brown bag or cocktails after or both. Plus have coffee and pastries and catered lunch for Directors Meeting. Kirsten will get in touch with Deschutes Public Library for catering recommendations and will look into booking a block of hotel rooms.
- We need to finalize topics for Directors Meeting by our September 7 meeting. Feedback Kirsten received from the last meeting was attendees appreciate discussion topics, but can be unwieldy. Unconference format? Or a series of presentations? Start day with an update on the Standards. Plan is to send out Standards Monday prior (or 10 days prior) to all registered attendees. Devote 30-45 minutes on the agenda.
- Possible Topic – fines and what other libraries are doing. Many libraries are doing away with fines or having children's and young adult materials be fine free.

Project Outcome

- Had \$800 left that we gave back. All finances wrapped up. Positive feedback from attendees. Darci would love to get a copy of the survey results. Jerianne will send results to Darci.

Spring Directors Meeting and Legislative Day

- Legislative Day – Tuesday, February 12, 2019
- Have directors meeting on February 11 (tentative).
- Sarah indicated a room is available at Salem Public Library for the 11th. Sarah will send out confirmation that Spring Directors Meeting will be held at Salem Public Library on February 11th.

OLA 2019

- Joint meeting with WLA on April 17-20, 2019 in Vancouver.
- Kirsten sent information to conference planners to find out how joint conference works and what PLD's role is. Is there a banquet we put on?
- Is there a public library division with WLA that we can partner with? Kirsten will find out more.

Accomplishments and Goal Setting for 2018-2019

Accomplishments for 2017-2018

- Project Outcome Training
- Standards got finalized and will be finished.
- Successful directors meetings.
- Banquet dinner was well attended.
- Broader participation – changed bylaws to members-at-large in order to not exclude those who aren't library directors.
- Continued to hold meetings statewide. A couple of meetings attended by non-board members.

Goals for 2018-2019

- DEI training
- Continue to support libraries in using Project Outcome (another webinar, etc.)?
- Policy Clearinghouse – there was talk about this at last OLA Retreat. PLD will most likely have a role in it.
- SWAT Idea – Libraries could ask for help from a team of people with expertise that can provide guidance and help with various projects across the state (weeding, setting up a children's area, etc.). There would be a form libraries fill out. A team of people would come and guide you through the work using a design thinking approach. We would also have a form to match up people's expertise. Jimmy added starting with a virtual meeting would be a great way to start. Jimmy offered to help get this off the ground. Karen will talk with him to provide background.

Additions/Questions/Comments

- Mark Richardson asked how we fundraise. We raise money from PLD membership dues and the PLD banquet at OLA. Karen will go back to OLA to get a fundraising committee started, which would allow PLD to offer more trainings.

Task and Meeting Schedule Review

Dates for Rest of Year

- September 7, 2018 – Tualatin

Meeting adjourned at 11:33am.

Next meeting: September 7, Tualatin

Task Review

Kirsten

- Standards: Sign and send out technical writer contract.
- Elections: Notify all candidates and announce new board members on LIBS-OR.

- Fall Directors Meeting & DEI Training: Contact Deschutes Public Library for catering recommendations and reserve a block of hotel rooms for attendees.
- OLA 2019: follow up on with conference planners on details of joint conference with WLA and PLD's role.

Kate

- Standards: Send technical writer contact information for Kirsten, Mo and Karen.

Marianne

- Elections: Send election results to Kirsten and send new board members announcement out to PLD membership via memberclicks.

Sarah

- Libros for Oregon Representation: Let PLD Board know who representative from Salem Public Library will be.
- Fall Directors Meeting & DEI Training: Confirm approved travel costs with Thomas Bruner.
- Spring Directors Meeting: Confirm February 11 meeting at Salem Public Library.

Karen

- Legislative Committee Representation: Let Stephanie Lind (current chair) know Margaret will be PLD representative.
- SWAT Team: Provide background of initial SWAT Team idea to Jimmy.

Jerianne

- Project Outcome: Send Darci copy of survey results.

Jimmy

- SWAT Team: Start working on form and ideas to implement.