

**PLD Board Meeting
Tualatin Public Library
Friday, September 7, 2018
10:00 – 2:00**

Present: Jerianne Thompson, Marianne Coalson, Mark Richardson, Margaret Alexander, Erin Wells, Elaine Hirsch, Sarah Strahl

Virtual: Kirsten Brodbeck-Kenney, Darci Hanning

Absent: Jimmy Pearson

State Library and Standards Update – Darci Hanning

State Library Update

- State Librarian Recruitment - focus group formed, met in August and came up with a plan for a more direct recruitment approach. Working with a recruitment firm to approach a list of candidates that they'll encourage to apply. They'll start vetting the list and target candidates to apply mid-September through mid-October. Hope to have a decision by December with new state librarian in place by February 1.
- Greta went to the national book festival.
- Renewed state licensing database contract with Gale.
- OASL conference coming up next month – October 12-13 at Wilsonville High School.
- Working with the Washington State Library on Online Virtual Reference Conference.

Standards Update

- PLD payment for technical writer has been a huge help.
- Mo, Karen and Darci have been reviewing draft. Hope to have final version from the technical writer by end of next week. Goal is to send out to public library directors before fall meeting.
- Committee is looking for more members – will put out a call for anyone interested in joining the committee.
- Committee will start meeting regularly and discuss next steps. PLD now has the official charge for the Standards Committee to be an on-going subcommittee that leads annual updates, working on sections each year.

Legislative Update - from Stephanie Lind, Legislative Committee Chair

- FCC reps on tour in Oregon September 20-21 – presentation at 9/21 Fall Directors' Meeting
- Updated public library definition:

“Public library” or “public library system” means a public facility that provides free and equal access to library and information services for all 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 regularly scheduled hours, and meets conditions established and approved by the State Library Board.

- Legislative concept being “shopped around” by our lobbyist, Amanda Dalton, to find a legislative champion to introduce legislation.
- If passed, OLA and State Library need to work through OARS (the how) rules. Plan is to take the 10-11 items that are the Minimum Requirements from the Public Library Standards and have those become the administrative rules. Then the State Library will be responsible for working with libraries to meet those minimums.
- Summer Learning and Meals Act of 2018: Act introduced by Senators Merkley and Wyden now has a bill # - S.3307. Progress can be followed at congress.gov.
- Tor Embargo – OLA voted to sign on to a letter authored by ODLC. LDLC to discuss whether making such statements fits under our “legislative agenda” or not.
- Joint Committee on Student Success: School librarians have been advocating for strong school libraries to be a part of the plan at public hearings. Public hearings run through October 10.
- Stephanie Lind will give presentation at Fall Directors’ meeting on the legislative committee.
- Margaret is new PLD representative on committee.

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

- Fall Directors’ Meeting Agenda
 - 45 minutes for Standards
 - 60 minutes for Legislative Committee presentation
 - Representatives from FCC – 45 -60 minutes. Primary goal is to hear back from public library directors on how they can help with rural libraries on consumer outreach.
 - Possible discussion on library fines – 45 minutes
 - DEI discussion on workshop
 - Leading and transition around the state – how do we support people who are dealing with transitions in their libraries? A lot of retirements, etc. How do we make sure there isn’t a leadership gap in transition times? Sarah suggested William Bridges book, *Transitions* – it outlines how to set clear delineations for yourself. Emotional labor presentation at OLA – Sarah and Kirsten can do a shortened presentation on it during leadership section of meeting – emotional labor and how it affects leaders and managing transition to make sure there isn’t a leadership gap. Also discussed supporting support staff in OLA, making sure there’s participation.
 - Catering is all squared away. Caterer is taking care of all supplies. Continental breakfast included.

- DEI Training
 - Marianne will take care of picking up snacks for the break.
 - Sarah will print out copies of Thomas Bruner's presentation and will forward his invoice for payment once received.
 - Kirsten is handling AV arrangements with Deschutes Public Library.
 - Kirsten will check with Shirley to see if we need a contract or not for Thomas Bruner's presentation.

- Jerianne will send out registration reminder to OLA membership for both events.
- Marianne will prepare sign-in sheets for both events.

Spring Directors' Meeting and Legislative Day

- Legislative Day – Tuesday, February 12, 2019
- 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. Anderson room should be available. Salem is closed on Mondays, so they'll try and have someone stationed at entrance to let people in. Sarah will work on parking issue as well.
- Discussion topics: leadership development talks (maybe on-going at each meeting), legislative update on library definition, implications for once it's established (good chance for directors to think about where funding can go from the state to libraries and how we're using the state library and legislation as well.) Discussion on funding in general – everyone has different funding structures – non-profits, library districts, etc. Look at funding structures and how the definition falls into that. Member engagement and support staff participation – encourage directors to support OLA membership and travel for staff development. Could be part of leadership/transitions discussion.

OLA 2019

- Joint meeting with WLA on April 17-20, 2019 in Vancouver.
- Pearl Award and Banquet – Jerianne proposed no banquet this year since it's a joint conference. Pearl Award will be part of awards presentations during Thursday awards luncheon.
- Jerianne will reach out to WLA and see if there's a PLD liaison we can partner with.
- Feedback from conference was there was not enough time to network. Are there ways we can facilitate networking during lunch – grouping tables by library type, etc.? Jerianne will look into.
- Conference sessions
 - Kirsten - panel on going fine free with 3-4 libraries who have eliminated fines. She will reach out to WLA as well.
 - Growing into Management panel – would like to do it again this year. Jerianne will check with Karen Muller to see if she's interested on being on panel and if she'd like to do a session on the Standards.

- Jerianne will put out a call to LIBS-OR to see if people are interested in conference sessions related to public libraries. Competition will be stiffer given WLA sessions, so partnering with WLA will help get sessions approved.
- Is WLA Looking for anyone to be on program planning committee? Jerianne will look into.
- Margaret finished a grant from Mozilla for gigabit city cycle on teaching public elements on gaming and intro to virtual reality and augmented reality. She could put together a session on this. She's doing a presentation this fall and could do one at the conference.
- Mark and Sarah - interested in doing a session on extended library hours.
- What about a pre-conference? How to present effectively – using presentation software, how to use a microphone, etc. Kirsten and Sarah will work on this. Would like to recruit someone with toast masters experience. Maybe folks from new training round table might want to partner with us. Kirsten will reach out and ask the new round table.
- Session on how to be a good grant recipient. Margaret will check with Ross Fuqua to see if he's interested in doing a session on this topic.
- Project Outcome session? Jerianne will send out an email to see if there are libraries interested in doing a session on how they are using PO.
- Should we have an exhibit table? Is there a way to do a fundraiser that's not a raffle? Challenge is finding volunteers to staff it. Tabled this until 2020 OLA Conference since 2019 is a joint conference.

PLD Projects for 2018-2019

- SWAT Team – tabled until next meeting
- DEI Training
- Policy Clearinghouse – talked about improving NW Central site for policy clearinghouse at OLA Board retreat. Possibly pursuing an LSTA grant for improving the site. No division has stepped forward to take a lead on this project. Jerianne will ask at a future meeting to see if it's a project moving forward. PLD would like to play a role in it. Until NW Central moves forward, there's not a lot to do yet. On hold until NW Central is figured out.
- Continue to support Project Outcome and outcomes based assessment. What can we do here in Oregon to support it?
 - Is it something we could post to LIBS-OR monthly – reminders, tips, etc.? Jerianne will work on putting together an email. If we can get a conversation going, hopefully we can get others to sign-up to send out emails. Jerianne will reach out to libraries she knows are using it to see if she can get their help.
 - Let State Library know how they can help. They do have access to data collected statewide and can see if anything is useful in there. Darci will send Jerianne list of libraries using PO.
- Survey to PLD members on what they find useful and how we can step up.
- Sarah had a question about capital projects. She will post on directors' listserv.

Meeting Schedule

November – Kirsten will host at Driftwood Public Library: Friday, November 16

January - Virtual

March – Margaret will host in Eugene (Margaret to confirm dates)

May – TBD

July - TBD

September – Erin will host at Milton-Freewater (Sept. 14 tentative)

Jerianne will check with other PLD members around the state to see if they are interested in hosting a PLD meeting.

Additions/Questions/Comments

- Slack – Decided to shut down. Sarah will take care of shuttering PLD Slack Channel.

Task and Meeting Schedule Review

Dates for Rest of Year

- November 16, Driftwood Public Library
- January – Virtual
- March – Dates TBD, Eugene Public Library
- May – TBD
- July – TBD
- September 14, Milton-Freewater Public Library (tentative)

Meeting adjourned at 12:10pm.

Next meeting: November 16, Driftwood Public Library in Lincoln City

Task Review

Fall Directors Meeting & DEI Training

- Sarah & Kirsten: do a shortened presentation on emotional labor during the leadership development discussion at directors' meeting (note: due to time constraints, this will move to the Spring Directors' Meeting)
- Jerianne: Send out registration reminder to OLA membership for both events.
- Marianne
 - Pick-up snacks for Thursday break during DEI Training
 - Send out Jerianne's registration reminder via OLA memberclicks
 - Prepare sign-in sheets for both events.
- Sarah

- Print out copies of Thomas Bruner's presentation.
- Forward Thomas Bruner's invoice for payment once received.
- Kirsten
 - Handle AV arrangements with Deschutes Public Library for DEI Training.
 - Check with Shirley to see if we need a contract or not for Thomas Bruner's presentation.

Spring Directors Meeting and Legislative Day

- Sarah – send out confirmation that Spring Directors' Meeting will be held at Salem Public Library on February 11th.

OLA 2019 Conference Sessions

- Kirsten
 - Panel on Going Fine Free – reach out to OLA and WLA libraries who have eliminated fines to see if they are interested in being on the panel.
 - Pre-Conference Session on How to Present Effectively – reach out to new training round table to see if they want to partner with PLD.
- Jerianne
 - Check with Karen Muller about Growing Into Management Panel and Standards Session
 - Send out email on LIBS-OR to see if others are interested in doing conference sessions related to public libraries
 - Check with OLA to see if they are looking for PLD representation on the program planning committee
 - Find out if there are ways to facilitate networking during Thursday awards luncheon.
 - Project Outcome Session – send out email to see if there are libraries interested in doing a session sharing how they are using it.
- Margaret
 - Check with Ross Fuqua about doing a session on How to Be a Good Grant Recipient
 - Session on Teaching the Public Elements on Gaming and Intro to Virtual Reality and Augmented Reality
- Mark & Sarah: Session on Extended Library Hours
- Kirsten & Sarah: Pre-Conference Session on How to Present Effectively

PLD Projects for 2018-2019

- Darci – send Jerianne a list of libraries using Project Outcome
- Jerianne

- Policy Clearinghouse – ask at a future OLA Board Meeting if this is a project moving forward (depends on status of NW Central)
- Project Outcome – reach out to libraries using PO to see if they are interested in signing up to send out monthly emails with tips, reminders, etc. on using PO.

Meeting Schedule

- Margaret –confirm available dates for March meeting
- Jerianne - check with other PLD members around the state to see if they are interested in hosting a PLD meeting.

Slack

- Sarah - shutter PLD account on Slack.