# Staff Training Roundtable, October 30, 2018

**Attendees:**

* + Blake Kincaid, Lori Hildebrand, Sue Larimer, Laural Winter, Kathryn Kohl, Grace Beebe, Emily (last name?), Amy Honisett, Darci Hanning, Robena Barton, Lori (last name?)

**Schedule of meetings/locations**

* + Prep / business meeting on Dec 12. This will be a virtual-only meeting
    - Decide officers (Vice/Incoming Chair, Scribe)
    - Finalize content/schedule etc, for February training
  + **February 13** for skill-building/content (Hillsboro)
    - Niche Academy topic for next time?
    - And other options for creating online training
    - Workday
    - Canvas
  + Early March prep meeting for meeting at OLA / WLA Conference
  + April meeting at conference
    - What kind of content?
      * Collecting people’s information for “specialists”
      * Speed dating so people can ask questions
  + Late June meeting
    - Set up elections for Vice Chair

**Action Items**

* Blake and/or Laural will post to libs-or for possible topics
* Grace and/or Emily will confirm hosting the February 13 online training in Hillsboro

**MEETING NOTES:**

* Introductions
* Shared reasons for interest in this roundtable: Best practices, sharing of resources / curricula / best practices, training across different learning styles, creating an internal training website, innovation.
* Clarifying our purpose
  + How can we do all the above effectively and efficiently beyond regular meetings; there’s a shared folder on Google from the informal group (that group has been meeting quarterly for about three years)
  + How to connect with people across the state and across environments (from one person at a library to teams who are responsible for training staff at larger systems)
    - Encourage regional meetings, for example, sharing trainers “locally”.
    - Also reciprocating training sessions without a lot of red tape to share expertise for the more common/general topics.
    - Leverage train the trainer opportunities by bringing in experts, and sharing our expertise
  + Shared tools would be nice.
  + Also broader concepts such as learning styles/needs and beyond just sharing content.
  + Get a wider mix of library types involved (for example, no school library types attending today)
* Decide on plan for officers
  + Must have a Chair and a Vice-Chair (who will be Chair next year)
  + We have Co-Chairs currently
  + Secretary / Scribe (or whatever we decide to call it)
  + Any other positions? For example, if we had a “clearinghouse”, having someone who oversees that
  + “Webmaster” to be responsible for OLA website and any other online presences.
  + If you’re interested, you can contact Laural or Blake
* Goals for the year
  + Darci provided history of NWCentral
  + OLA’s approach might be rather slow-moving, so what could we do sooner?
  + Maybe start with our own thing that could eventually be migrated to NWCentral if that makes sense.
  + Speaker’s Bureau and/or SME list would be easy and useful
    - Need to be approached in a low-key way, such as: people who have experience with this and are willing to “demonstrate”
    - Specialty is a good word
    - People will need to be willing to travel for in-person training or have plenty of experience hosting online training sessions
    - We would need to make sure we get good coverage from around the state
    - Show and tell of current practices
      * “How we are teaching circulation skills”
      * Lightning talks
      * Meetings could be primarily
      * And discussions would be important
      * **Trainers showing how they did training**
      * Also do actual training for a half-day for doing skill-building
      * How would we pay for experts for workshops / pre-conferences?
      * How can we create a skill-building opportunity for OLA 2020 pre-conference (1/2 day or full-day)
      * State Library could potentially help with finding regional subject matter experts
      * Getting smaller/rural libraries involved -- showing up in person, and sharing the recorded videos to show how well it works
  + The issue with repositories / clearinghouse being able to find stuff
    - Need a set process with very specific steps that have to be followed in order for it to be successful
* Use our meetings to plan for and provide actual training (e.g. skills-building)