# 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)