**Staff Training Round Table of OLA
Minutes for October 3, 2019 Business Meeting**

**Discussion: posting meeting notes for past two meetings**
Reviewed August and September minute

* Roberta moved to approve minutes, Tracey seconded; approved

**Finalize responsibilities for officer positions and meeting format(s):**
Discussion based on September meeting and previous emails; for business meetings, we decided:

* Chair organizes and announces the meeting dates, and chairs the meeting
* The Chair-elect will develop the agendas
* The Secretary takes/distributes meeting notes, updates the website as needed

Content sessions will be handled differently:

* Usually at least 2 hours
* Meet around the state when possible
* Should be accessible for remote / Zoom attendees

Need to schedule meetings a year out
Reach out to the group to build our content sessions

**Ideas on increasing membership:**

* submit articles to OLA Hotline
* recruit through libs-or
* joining is free

**Discuss program proposals for 2020 OLA Conference**

Tracey will see about getting a table for us

At ALA Annual, Learning Roundtable hosted an unconference, with a focus on Equity. 50 people showed up to talk for three hours. As part of this session, Sam Eddington (MD), taught how to do host an Equity Unconference (30 minutes to set up), then modeled it for the actual unconference.

Darci attended a webinar: [*Planning a Palooza: Creating Collaborative Training Opportunities for Library Staff*](https://infopeople.org/civicrm/event/info?id=865&reset=1)

Two ideas: Staff training in general (they choose) or around Equity – we can do both!

Also a program proposal / Equity training for staff / Make this a panel

**Follow up at next meeting: NWCentral, content for future STRT meetings**

**Action items:**

* Tracey will reach out to get more info about the Palooza format
* Tracey will start to flesh out ideas for each of the two proposals
* Tracey will reach out to Hillary about participating in the preconference session
* Darci will update website with recent minutes
* Tracey will schedule upcoming meeting(s)