

OLA Executive Board Meeting

December 4, 2020

Virtual Meeting

All Dec. 4 meeting docs can be found here: <https://ola.memberclicks.net/executive-board-meetings-documents-archive>

Present via Zoom: Kate Lasky (President), Arlene Weible (Vice President/President-Elect), Elaine Hirsch (Past President), Lori Wamsley (Treasurer), Angela Parsons (Secretary), Star Khan (member-at-large, REFORMA), Kirsten Brodbeck-Kenney (ALA Chapter Councilor & IFC), Rachel Bridgewater (Academic/ACRL-OR), Kate Weber (OASL), Keli Yeats (OYAN), Laura Kimberly (PLD), Jennifer Patterson (State Librarian), Buzzy Nielsen (Parliamentarian), Shirley Roberts (Association Manager), Liisa Sjoblom (Leadership Committee), Sue Ludington (LDLC), Rebecca Stolz (Chair Membership), Lacey Legal (2021 Conference Chair), Bryce Kozla (co-chair CSD), Alma Plasencia (EDI Anti Racism co-chair)

Approval of Oct. 2 meeting minutes: Star Khan moved to approve Oct. 4 minutes; Kirsten Brodbeck-Kenney seconded. Motion carried.

EDI Special Committee (Alma Plasencia)

- Toolkit update: secured BIPOC design team; State library covering graphics cost \$2,500; OLA covering printing & mailing cost \$3,400
- secured more content writers (focus area Intellectual Freedom)
- received info re: participation & engagement from leadership
- 3 phases to project - 1st phase Division EDI Statements submission (due today, Dec. 4); 2nd phase "How-to" training videos; 3rd phase online anonymous survey 20 questions (to use at OLA spring conference)
- **Action item of OLA Board** - Division members, please submit EDI statement; OLA President will continue to work with Board as Divisions refine their statements.
- Re: Making cohesive statements representative of the entire association - volunteers will provide feedback (early Dec.). Marci and Alma will look at feedback the following week (trying to meet Dec. 14 deadline w/ graphic designer). Final draft Jan.
- Confirmation: EDI Toolkit will go out to all libraries in OR, including school libraries.
- Working on Cornelian Marvin Pearce plaque in State Library (*see State Librarian's report)
- Working on EDI antiracism recognition award

OLA EDI Toolkit contribution (Kate Lasky)

[OLA EDI Toolkit contribution for board review and approval](#)

- will likely alter focus after receiving OLA EDI Toolkit Statements from all OLA Divisions. (Arlene) ***recommendation for board** - give Kate feedback and license to continue editing; Board members provide some edits & suggestions i.e. highlighting work Divisions are doing.
- **Action item Kate** - will bring edits back in New Year

LDLC (Sue Ludington)

- have 3 LDLC sub-committees working on Library Legislative Day LLD

- will be virtual event; aimed for mid-Feb, held over a few days
- ALA webinar (Jan.) for planning virtual LLD & best practices for using ENGAGE
- 7 people contributing to virtual ideas for LLD i.e. virtual story time w/ legislators & grandkids
- proposing revenue neutral policy changes - how to make fund distribution more equitable
- waiting for Legislative committees to be formed (by mid-Dec., w/ legislators assigned to each committee); getting position statements ready.
- Issue Brief drafts, aim to be done Jan. 19th
- 4 Priorities: Ready to Read, OASL Kits, Digital Information Literacy, Textbook Affordability
- (Kate) **suggests Board members* reach out to Divisions/Units to help network and increase engagement around ENGAGE; LDLC will be looking for member engagement for 2021

PNLA MOU for board review and approval (Elaine Hirsch)

- advocating Board approves MOU (*Provides brief history; see Oct. Minutes).
- OLA Board suggestions (from Oct. meeting) were brought back to PNLA:
- all points are now posed as “considerations”, as opposed to “obligations”
- believes there’s value in re-establishing a relationship (has 16 OR members); a low-impact way of maintaining relationship; no financial impact (PNLA membership \$50/yr., operating budget \$3500/year, OLA not obligated to support financially); someone will be a OR Rep., whether that’s an OLA member or not (believes WA PNLA Rep. is tied to WLA); MOU states we have to designate a Rep. for 5 years.
- Board discussion: importance of Rep. being someone from OLA; concern over “mandates” and legal obligations; benefit of offering professional support as an act of goodwill; suggestion for “job description” for Rep., to lay out parameters and obligations; OLA should pay for PNLA OR Rep. membership; designating a PNLA Rep. as OLA struggles to recruit leadership for our own Divisions may be tough...

Kate Lasky entertains a motion. Kirsten Brodbeck-Kenney moves that we sign the MOU and enter the agreement with PNLA. Elaine Hirsch seconds.

** Arlene Weible suggests adding a job description for OLA PNLA Rep., and out clause around 5 year obligation period. Kirsten Brodbeck-Kenney agrees w/ adding an out clause.*

All in favor? Elaine Hirsch, Star Khan, Laura Kimberly, Bryce Kozla

Neighs? Arlene Weible, Keli Yeats, Lori Wamsley, Kate Lasky, Angela Parsons, Kirsten Brodbeck-Kenney, Kate Weber

Abstaining: Rachel Bridgewater

Wildfire Relief Projects (Arlene Weible)

- update re: supporting libraries as they recover from wildfires - fundraising from Lane Library League for Blue River library. Close to reaching goal of \$10,000 (Go-Fund-Me). Eugene PL have also been involved in fundraising efforts.

- Don't need to keep this an ongoing standing agenda item.

Restructuring OLA Communications Committee (Elaine Hirsch)

- OLA Quarterly on pause to search for new general editor (have potential candidate) and Communications Chair.
- (Arlene) project plan for position has been shared. Looking at issues that came up with OLAQ (i.e. policy & guidelines, specifically EDI guidelines, professional processes aligned with OLA). Project Plan sets up a timeline around developing policies/procedures. Candidate will edit an issue to test guidelines before moving forward with recruitment. Asking for \$500 to provide stipends/compensation for this role.

[OLAQ Editorial Guidelines Project plan](#) (*shared by Arlene Weible)

- Discussion re: Communications Committee budget, where this fits in budget. (Kate L.) offers \$175 of Presidents stipend. (Shirley) can pull funds from ALA Chapter Council or LLD. (Lori) once form is filled out & submitted, will be brought back to next board meeting for approval.

Kate Lasky entertains a motion. Arlene Weible moves that we authorize Lori Wamsley to approve a budget request for additional funding to increase \$500 for Quarterly Publication budget line, to fund this project upon recite of the budget form. Seconded by Kirsten Brodback-Kenney. No discussion. Motion passes unanimously.

Strategic Planning (Kate Lasky)

- reiterates importance of reading through initiatives/supporting actions, reminds us of all the work we have done/are doing (i.e. EDI, OLA Communications restructuring, advocacy).
- rather than reading through each line each meeting, will compile and create notes to go out in advance of meeting

2021 Virtual Conference Planning Committee (VCP) (Lacey Legal)

- Conference dates April 20-23, 9-4:30pm (+ hour lunch break)
- 46 programs approved (2 pre-conference; 16 from 2020; + 2-3 additional (possibly paid))
- hope to have website updated by end of Dec. to promote registration
- exhibitors call open Nov. 18 - March; building in panel session for high-level exhibitors
- Kate working on high-level sponsorship to sponsor BIPOC & activist orgs
- offering sponsorship for keynotes
- looking into virtual bookstore (RAVE Book Review list, published by keynote speakers)
- has provisional budget, close to \$50,000 (expenses \$18,000), will be revised
- Costs - Huva platform \$3,000 + more for recording archiving option (recordings available through end of August 2021); discussion w/ State Library re: grant for moderators & tech help

- Huva training Dec. 9th
- 3 keynotes confirmed, working on contracts - David Walker (author, PSU prof., importance of representation in graphic novels and teen lit); Sonya Erving (ED Manager at MCL); Paul Lumbley (Exec. Dir. Native Youth & Family Center), Cikeithia Pugh (early leaning & info lit., Seattle PL)
- other programming ideas - musical entertainment lunch hour (in lieu of President's Party), virtual bingo, potential after-hours programming, social activities.
- March pre-conference, 2 sessions: EDI & Racism Toolkit (would like to make it free) and Disabilities in the Library.
- 10 new volunteers on VCP Committee , new to OLA

Reports

Association Manager's Report (Shirley Roberts)

- Worked w/ Conference Committee; registration form up, purchased conference app, working w/ registration
- Funds from inactive committees transferred to EDI Enterprise Fund Report (Oct. 31st report)
- Worked w/ Memberclicks re: removing inactive committees
- one member registered for quarterly dues since updated amounts promoted
- Worked w/ OBOB registration; technically closed; may see late registrations from schools
- Worked w/ OLA Units who haven't submitted reports for 2020
- Worked w/ Lori & Finance investment committee - advisory reports
- Regular work
- Worked on event contracts:
- Village Green Cottage Grove - moved onsite conference to 2023 w/out penalties
- Salem 2024 date secured ; waiting for quote in pricing
- Working w/ Riverhouse (Bend) April 18-23, 2023; leeway for Sat. date if released by 01/01/2023; concerns around number of rooms booked for Sat (300); has out clause.
- *link to "[Draft Contract w/ The Riverhouse](#)" w/ updates & details, considerations, adjusted room blocks. Will proceed with 2023 Rvierhouse contract.

Treasurer's Report (Lori Wamsley)

- *link to [Treasurer's Board Presentation](#)
- Dues income down 16.3% compared to this time last year; total income down 17.9% (no conference); monthly expenses are up 7.5%; running at a loss 58.5%
- Investments update - market going up but still had some decreases we were recovering from; down slightly but no concern
- Treasury Committee - bylaw considerations; no recommendations for changes to Donivan Investment portfolio at this time. Recommendations:

- Vote *1: Connie Hull - transfer from Endowment account to Earnings account (\$13,155.79 can use his money more actively); needs Board approval.
- Vote *2. Distribute 3% of the value of the OLA long term investment account on day of transfer (\$10,422.05), into 2020-21 General Fund. Board then decides how to apply these funds. Lori recommends using these.
- Vote *3 Treasurer recommendation is to use these funds to offset budgeted withdrawals from reserves (\$25, 416)

Kate Lasky entertains a vote for 3 recommendations (*) to transfer funds (Endowment to Earnings), to distribute 3% into General Fund, and recommendation for use of funds.

Recommendations vote pass unanimously.

- Committee is looking into investing part of portfolio into environmental social government funds to align portfolio w/ EDI. (Kate) will add that to OLA EDI Toolkit Statement.

State Librarian Report (Jennifer Patterson)

- Governor Brown's 2021-23 budget; were expecting cuts; Ready to Read Funding retained; budget request to increase not approved (not surprised); reduction to services & supplies funding; Talking Books position held vacant; a few other positions eliminated/left vacant.
- contributing \$2500 to EDI Toolkit for graphics; will discuss additional funding if needed
- Cornelia Marvin Pierce (1st State Librarian) plaque to be placed in State Library; had concerning past & beliefs (eugenics & KKK); will be adding plaque sign that adds info about history; engaging w/ EDI Committee re: alternative ways to address concerning past of our agency.
- Buzzy and Arlene continuing to provide COVID LibGuide updates based on Governor's model change from Phases to Risk Level and OSHA requirements for all employers

Annual Membership Survey (Kate Lasky, Elaine Hirsch)

- survey sent beginning 2019 (via LibsOR, not OLA exclusive, included raffle gift cards); will create system for sharing results w/ Board; consideration re: where data will be stored for upcoming Presidents (President's Google account? OLA Google account?)
- Will be doing to survey again; consider sharing this with membership committee

Unit Updates

Membership Committee (Rebecca Stolz)

- pinpointed 4 goals to work on to increase membership; have 3 new volunteers
- contacting OLA Past Presidents to ask for insight
- reviewing membership benefits - look at incentives; lapsed memberships; increase members.
- Invites people to join committee. **President will share results from 2019 survey*

ACRL (Rachel Bridgewater)

- getting ready for re-launch website (Jan.);
- Membership Committee work - filling Membership Manager position, non-renewing members
- sub-committee meeting to make choices re: webinar series & choices, paying presenters
- Provided feedback on EDI Toolkit
- Halloween Happy Hour Zoom event successful - will try to do this quarterly
- looking to pull together advocacy materials related to COVID

ALA (Kirsten Brodbeck-Kenney)

- meetings to address proposed structural changes; had a meeting to set timeline for these recommendations (decisions still up in the air)

Intellectual Freedom Committee (Kristen Brodbeck-Kenney)

- working on Tuesday Topics with EDI Focus (i.e. collection requests of controversial material)

REFORMA (Star Khan) *Star's last Board meeting; Bobbi & Eddy replacing Star*

- currently voting on incoming team - new term beginning Jan. 1, 2021
- conference planning still happening for in-person (retaining legal council) to renegotiate contract for 2023 (hoping to reschedule for virtual 2021)

PLD (Laura Kimberly)

- PLD Board Meeting Dec. 11; Alma & Marci will talk about EDI Toolkit;
- Library director's meeting Oct.; to do something w/ EDI Toolkit & Library Directors (Jan.)

OASL (Kate Weber)

- held one-day virtual conference; 130-40 people; made \$6000+
- holding monthly webinars series (200+ people attended, not OLA members, recruiting opportunity)
- EDI work - infographics on why it's important to continue circulating books & keep staff in library
- ongoing anti-racism work looking internally at structures
- working on pages for Library Legislative Day

Children's Division (Bryce Kozla; co-chair)

- meeting w/ OLYAN
- got feedback from two polls for topics for professional development and what modes are working for you - will dig into those answers and talk with Board about we can do.

OLYAN (Keli Yeats)

- feedback for more collaboration b/t OLAYN & Children's Division
- Graphic Rave and Book Rave are out - will present at OLA Conference; Mocks Prints Jan.
- have incoming chair; have Board meeting in Jan. (re: virtual raffle & prizes)

Leadership Committee (Lisa Sjoblom)

- planning LIOLA (virtual): flipped classroom style; seeking subject matter experts (change management, EDI); possible honorarium for subject experts; want to include release for recording to make available for membership at a later date (possibly for a small fee); seeking mentors for 4 cohorts; aiming for 20 members + 8 mentors
- Mentorship program - will broaden scope from early career to professional development, & transition into management; reaching out to EDI re: mentoring new members
- missed deadline for Leadership scholarships (LIOLA budget), will promote in mid-Jan. to award in March (\$3000 in budget, up to \$100 for each applicant, need EDI for rubric for application); working on scholarship page (all scholarships on one page)
- discussion re: reaching out to new members and mentorship program (Divisions would make phone call w/ info about Mentorship program) and finding leadership for New Member Round Table.

SSD (Angela Parsons on behalf of SSD)

- SSD Chair moving out of State, needs to notify Shirley re: elections and Timberline contract
- Shirley will contact SSD Chair & Treasurer re: Timberline contract and leadership change
- SSD cannot piggyback off of OLA virtual conference (HUVA)

Parliamentarian - discussion (Buzzy Nielsen)

- Re: online conferencing - need to update Zoom subscription to continue to do business (currently set to one hour)
- Making REFORMA a Division - voting & bylaw changes.
- Library Development and Legislation tasked him to update very out-of-date Committee Bylaws.

Next OLA Board Meeting:

February 5, 2021 Virtual Meeting for all (10 am - 3 pm)