

**OLA Executive Board Meeting
August 27, 2021
Virtual Meeting
10 am – 3 pm**

Meeting Notes - Draft

10:00 Welcome, Introductions, Announcements

Those attending: Kate Lasky, Arlene Weible, Lori Wamsley, Nancy Hoover, Marci Ramiro-Jenkins, Stuart Levy, Kirsten Brodbeck-Kenny, Rinny Lakin, Bryce Kozla, Keli Yeats, Laura Kimberly. Grace Butler, Alma Plasencia, Sue Ludington, Elaine Hirsch, Denise Auld, Pia Allienda, Jeremy Skinner

Approval of June Board Meeting Minutes

Approval of August Annual Retreat Notes

Approval Item: It was moved by Arlene Weible and seconded by Kirsten Brodbeck-Kenny to approve both the June Board Meeting Minutes and the August Retreat Notes as presented. Motion Passed.

Standing Items

EDI Anti-Racism Committee (Marci)

Marci reported that the EDI Anti-racism committee has meet introducing the new co-chairs, Ericka Brunson and Pia Allienda and committee members.

Annual Membership Survey (Kate/Marci)

Kate and Marci provided more indepth look at part of the membership survey that was discussed at the June 4 board meeting being that of looking at responses via those of members versus non-members. Kate and Marci each provided a document to view, which can be found on the Executive Board Meeting under supporting documents for the August 27, 2021 meeting

Strategic Plan Updates (Arlene/Kate)

Kate reflected on the Strategic Plan work for this organizational year, while Arlene again will work to continue the strategic plan for the next organization year. More information to come.

Reports

2021 Virtual Retreat Recap (Arlene)

Arlene felt the retreat went well. She is still working on pulling together the breakout session comments

Action Item: Arlene will be making a presentation and more formal report at the next board meeting

Association Manager's Report (Shirley)

Shirley reported that the past two months help has been provided to OLA units with preparation of election ballots; final reporting of the grants for OLSIS20, ODLC and Libros for Oregon grants; assistance provided to OBOB to review and prepare the OBOB21 registration to open 9/1/21; registration and assisting with the OLA Leadership Retreat; standard monthly work, such as deposits, payment of expenses, etc.

Proposed 21-22 Budget (Shirley)

Detail presentation of the proposed 21-22 OLA General Fund Budget was made. [OLA 2021-22 Budget Draft #2](#) Additions, deletions, revisions, were so noted and will be made to the proposed budget for presentation and approval consideration at the October 1, 2021 Board Meeting. Also Board members were encouraged to review the budget, ask questions, if they felt a line item should be added, increased, etc., that there was a form available for the OLA Financials web page, in which to make the request. Any questions can be directed to Shirley or Lori.

Treasurer's Report (Lori)

OLA is in good shape. Virtual Conference was very successful. Investments are also doing very well. Treasurer's report is on file on the [Financials Monthly Web page](#) and available for closer review.

ALA Council Report (Kirsten)

Not much new to report since Retreat. Committee has been appointed to review the proposed ALA policy changes

State Library Report (Nancy)

Will also be brief. Not a lot changed since Retreat report. Still on target to have candidates vetted by the recruiting firm by end of September. Marci Ramiro-Jenkins is OLA rep on the committee for review of the vetted candidates. State Library of Oregon reopening has been delayed indefinitely at this time. Lori Wamsley is the chair of the State Library of Oregon Board for the next four years. Have distributed 2.1 million dollars of ARPA funds. A list of awards given can be found on the SLO website. SLO is accepting bids for a consultant for the five-year plan for LSTA, also looking for representatives to the LSTA Council (Academic, represent library users, public and special libraries). Finally, the State Library building has been nominated for inclusion on the National Registry of Historic Places.

Continuing Business

OLAQ Guidelines (Kate/Arlene)

This report is on the progress of the guidelines. Hired Theresa Stover, a professional technical writer, to take the various procedures for the OLAQ to pull it together in a single document. The guidelines are intended to provide an overall documentation of the publishing process. Kate, Arlene, Marci, and Shirley have reviewed the initial draft

and provided input for revisions.... Anticipating that the next draft will be shared with the board as a whole for a broader set of eyes to review and more feedback. As work progressed on the guidelines it was hoped that the guidelines could be tested with an editor to do a new issue of the Quarterly. Arlene announced that Kate Lasky has agreed to step into the OLAQ Editor-in-Chief Role (temporary/volunteer position) for the first test of the guidelines in relation to the next issue scheduled for the end of the year. Guest editors have been identified. Steps have been taken to consider professional copy editing, which was discussed during the budget discussion.

The OLAQ structure does provide for an editorial board that is not the same as the Communications Committee. Which is the first step in thinking how the Communications Committee may evolve with restructuring.

Action Item: Share next draft of the OLAQ Guidelines with the OLA Board for review and input.

OLA Activities and PLA Conference (Arlene)

Have talked in review of the budget. There are two pre-conference sponsored by OLA that have been sent to PLA. We have more information to gather for budget considerations and what PLA support.

OLA members will be able to register for the PLA conference at the PLA member rate. More information will be forthcoming. OLA is also giving us space within the registration area for a booth/table to sell things, possibly selling copies of the EDI Toolkit.

Shirley and Lacey will be looking at the possibility of hosting an OLA function apart from PLA where awards, etc. may be conveyed. PLD will be supporting OLA efforts at PLA, SSD (idea of having Oregon Jeopardy Librarians do a trivia event), or other ideas get in touch with Shirley, Lacey, or Arlene.

PLA has their own local arrangements committee, but we have not heard what that committee will be doing we will try not to conflict with them.

New Business

[Approval of Committee Chairs](#)

Arlene presented the list of Committee Chairs and asked for approval from the Board. Motion received and passed.

Unit Updates and Board Member Comments (All)

SSD – Rinny: SSD annual leadership has been completed. Shared with SSD Board Retreat information. Did cover OLA Strategic Plan and how SSD can be involved. A report was prepared, which is under Executive Board Meeting Support Documents (in the report what is highlighted in yellow the SSD Board could use assistance with). [OLA](#)

[Board Meeting Archives](#). Arlene volunteered to attend an SSD Board Meeting to help to understand what is needed and how OLA can help out. Will look at October, as September is only an hour.

CSD – Bryce

Susan Cackler is the new CSD chair. Still planning Youth Services Summit, which will be virtual this year. Agenda for the Summit will be out soon.

OYAN – Keli

Mock Printz online was very successful online. Will look at some kind of hybrid model for the future. Graphic Rave is being reviewed problem coming up with manga material. Very good traffic on the Blog with Katie Anderson promoting things people are interested in. Recommended a really fun game called “Gartic Phone.”

OASL – Grace

Focus this year on Advocacy. Effort has been made to collaborate with OLA. OASL has finally accomplished a budget note in the State budgeting process. ODE is forming an advisory group to look at school libraries. OASL Advocacy Committee is working on documents/data that should be brought to the ODE Advisory Group. OASL is almost done with the development of their “Strong Library” rubric.

Fall Conference October 9, 2021, which will be virtual. State Library of Oregon has helped out with scholarships for registrants. In addition SLO is helping out with providing Tech Support for the conference.

EDI Antiracism Committee – Alma

Not much to add to report under Standing Items. Acknowledge her thanks to Pia and Ericka for accepting the co-chair positions to continue this committee work. At this time, Arlene thanked Alma for accepting the position of OLA Member at Large for the Board during the 2021-22 organizational year.

PLD – Laura

Public Library Standards Committee is currently on summer hiatus but they have accomplished a number of goals this year. The 2021 Standards have been updated and complete and Laura will send to Shirley for posting and a message to go out to OLA. In May the first draft of the updates for the Technology, Community Engagement and Advocacy sections and the committee also discussed review of the standards for cultural competency. The committee is also looking at software/website option for the Standards and the intention is to partner with the State Library of Oregon to host it.

Action Item: Laura will send Shirley a copy of the updated 2021 Public Library Standards.

PLD is looking at their next quarterly training opportunity, partnering with the Intellectual Freedom Committee, to put together a training for October 29

Passing the Gavel (Elaine, Kate, Arlene)

Elaine thanked Kate for outstanding leadership for this year. Elaine has the gavel and will first give to Kate and then to Arlene. The gavel was virtually passed. Arlene also thanked Kate for her presidential leadership this past year and what she is going to continue with both with work with Membership Committee and the OLA Quarterly.

Conclusion

Next Meeting Date, Location, and Agenda Items

October 1, 2021 (Friday)- Business Meeting - Virtual for all (10 am - 3 pm)

OLA Board Meetings 2021-22

October 1, 2021 (Friday)- Business Meeting - Virtual for all (10 am - 3 pm)

November 5, 2021 (Friday) - Drop In, Virtual (10 - 11 am)

December 3, 2021(Friday) - Business Meeting - Virtual for all - (10 am - 3 pm)

January 7, 2022 (Friday) - Drop In, Virtual (10 - 11 am)

February 4, 2022 (Friday) - Business Meeting - Virtual for all (10 am - 3 pm)

March 4, 2022 (Friday) - Drop in, Virtual (10 - 11 am)

Week of March 21, 2022 - OLA Awards/Social Event (PLA Conference) - more information to come

April 1, 2022 (Friday) - Business Meeting - Hybrid, tentative - State Library (10 am - 3 pm)

May 6, 2022 (Friday) - Drop In - Virtual (10 - 11 am)

June 3, 2022 (Friday) - Business Meeting - Hybrid, site TBD (10 am - 3 pm)

July 8, 2022 (Friday) - Drop in - Virtual (10 - 11 am)

August 8-9, 2022 (Monday 1:30 - 5:30 pm and Tuesday 9:00 am - 3:30 pm). OLA Leadership Retreat - In person (Menucha)

August 26, 2022 (Friday) - Business Meeting - Hybrid, Site McMinnville Public Library? - (10 am - 3 pm) [Transition Meeting]

Business meetings include:

Review of action items from previous meeting, officer/committee/unit reports, old/new business, review of strategic plan, action item summary.

Drop In meetings include:

Informal information sharing, general discussion topics - TBD.

**All voting members of the board should plan to attend business meetings; drop in meetings are optional