



Oregon Library Association Executive Board Meeting

June 21, 2024, 10:00 a.m. - 2:00 p.m.

Location: Zoom

Minutes approved August 16, 2024

[Agenda](#)

Present: Ericka Brunson-Rochette (OLA President), Ayn Frazee (OLA Vice President), Buzzy Nielsen (OLA Parliamentarian), Roxanne M. Renteria (Secretary), Shirley Roberts (OLA Manager), Wendy Cornelisen (State Librarian), Monica Hoffman (CSD), Emily O'Neal (IFC), Spencer Ellis (Jackson Public Library), Liisa Sjoblom (Leadership Committee), Kate Lasky (Legislative Committee), Jennifer McKenzie (OASL), LaRee Dominguez (OLA EDIA), Ian Duncanson (OYAN), and Rinny Lakin (SSD).

[ACTION ITEMS highlighted below] [ACTION ITEMS for everyone in yellow]

Welcome & Icebreaker (Ericka Brunson-Rochette)

- Our [community agreement](#) during our meetings.
- Icebreaker - introduce yourself & share something you're looking forward to this summer.

Agenda Changes/Minutes (Ericka)

- Minutes from [4.24](#) Meeting, and Special Meetings: [5.10](#) & [6.7](#)
- Motion to approve April Meeting minutes and Special Meeting minutes passed

Treasurer's Report (Shirley Roberts on behalf of Stuart Levy)

- [Reports](#) as of May 31, 2024
- See detailed financials on the OLA [website](#) (Login required).
- [Current Fiscal Year Report Overview comments](#)
 - Review of Checking and Total Assets reveals OLA is in good shape
 - Lesser conference attendance means our income is down compared to last year
 - It is very likely OLA will be in the red at the end of the fiscal year
- **Current Fiscal Year (September 1, 2023 - May 31, 2024)**
Balance Sheet (September 1, 2023 - May 31, 2024):
 - Checking: \$272,592.33
 - Total assets: \$1,237,354.65

Profits and Losses (September 1, 2023 - May 31, 2024):

- a. **Dues income: \$50,927.50** which is a 5.8% increase from this time last year (i.e. we are up \$2,805.50 in dues income compared to this time last year).
We have budgeted \$60,000.00 for dues income for the 2023-24 fiscal year.
- b. **Total income: \$188,484.62** which is a 15.2% decrease from this time last year (i.e. we are down \$33,671.86 in total income compared to this time last year. We are down \$35,365.03 in conference income from last year, which is primarily due to lower registration income.)
We budgeted \$175,720.00 for conference income, and we only received \$127,259.77, which is \$48,460.23 short.
We have budgeted \$286,159.00 for total income for the 2023-24 fiscal year. I don't see us making an additional \$98,674.38 this fiscal year.
- c. **Total expenses: \$186,089.86** which is a 0.8% decrease from this time last year (i.e. we have spent \$1,511.34 less than we did last year at this time.
We did budget \$141,345.00 for conference expenses, and we only spent \$97,657.28. That's \$43,687.72 less than planned.
We have budgeted \$286,159.00 for total expenses for the 2023-24 fiscal year.
- d. **Net income: \$2,394.76** which is a 93.1% decrease from this time last year (i.e. we are down \$32,160.52 in net income compared to this time last year).
We have budgeted \$0 for net income for the 2023-24 fiscal year.
I see about another \$15,000 or so in expenses (based on last fiscal's year final expenses), and hopefully another \$10,000 in income.

Investments Update (September 1, 2023 - May 31, 2024)

- a. Connected Wealth Solutions (short to medium term investments)
 - OLA General Account: an increase of \$13,378.40 since September 1, 2023
Account value: \$163,119.44 and Original Investment: \$125,000.
 - OASL General Account: an increase of \$13,694.66 since September 1, 2023
Account value: \$172,069.16 and Original Investment: \$100,000.
- b. Donivan Wealth Management (long term investments)
 - OLA Reserve: an increase of \$29,840.77 since September 1, 2023
Account value: \$361,417.40 and Original Investment: \$233,916.80
 - Hull Endowment: an increase of \$14,970.63 since September 1, 2023
Account value: \$155,419.38 and Original Investment: \$155,000.
 - Hull Earnings: a decrease of \$1,915.04 since September 1, 2023
(transfer of \$3000 for grants and donations)
Account value: \$85,666.64 and Original Investment: \$25,351.85

Association Report (Shirley)

- Grant admin update (ODLC and Libros for Oregon)
 - Currently works with OASL on OSLIS Grants, OBOB Grants, OLA EDIA Grants

(have been closed out and reported to state)

-
- Retreat
 - Overview—used to be held at Silver Falls, but due to expenses moved to Menuca (increase in fees and two day requirement became an issue), moved to The Way
 - Point in Bend (normally held near in-coming President)/for unit and division incoming officers and Executive Board officers
 - Ericka and Shirley put together a priority list of guests
 - Registration for is ready to go
 - Guests asked to share rooms to extend 15 room block
 - Dinner will be catered
 - Lunch will be left to individuals
 - ACTION ITEM: Shirley will sent out the OLA Retreat registration form shortly (guest registration due July 25th)
 - ACTION ITEM: Ericka will put together a list of local walkable lunch options
- 2026 Conference - Hillsboro
 - Portland metro-area of Hillsboro (conducive to flights from surrounding states)
 - [Westside Commons, Wingate Building](#)
 - Shirley put together a projected budget using this year's conference budget and stats...
 - This is a new venue
 - Costs are substantial as OLA would need to pay for parking (\$6k), tables, chairs, linen, drapery, etc.
 - Factoring in the high end of expenses (including parking), OLA is projected to break even (or generate an income of \$500).
 - OLA is projected to be in the red for the 2025-2026 fiscal year (even if we partner with PNLA due to the facility/location).
 - Shirley has been in discussion with Wingate, and during that time Bend Riverhouse reached out to inquire about what OLA is doing for 2026 but did not follow through with sending a proposal (due to the aforementioned discussions).
 - Do be advised Westside Commons will not formalize a contract until 13 months out, but they will place a secure hold on the dates. However, they could bump OLA if another organization seeks to book the venue for two weeks during our time frame (that said—it has yet to happen, but its a possibility).
 - Do we partner with PNLA?
 - Does it make sense for OLA to select conference centers or sites that lack hotels, etc. if the association relies heavily on the conference revenue to fund operating expenses? Note: Conference centers attached to hotels generally reduce or eliminate room rental cost for meeting sessions so long as a guaranteed number of rooms nights are met.
 - Do we proceed with Hillsboro, return to Bend, or opt for a virtual conference?
 - A decision does not need to be made today, folks are welcome to ponder

the above.

- Rinny mentioned she would love to see Shirley's projected budget, and wanted to know what financial support PNLA would provide.
 - Shirley shared a basic formula (net profit divided by registrations; 80/20 split with OLA receiving the larger portion of profits)
- Liisa shared her thoughts...
 - Lack of tech support (in the past DPL has helped by providing projectors), a la carte meals, and streaming negatively impact conference revenue—and at some point in the near future could begin to negatively impact OLA's savings.
 - Referring back to Shirley's comment about reduced or eliminated room rental cost for meeting sessions as a benefit of selecting conference centers attached to hotels, Liisa shared it would cost OLA \$10k a day to rent the entire upper floor of Bend Riverhouse Conference Center a la carte (without meeting the guaranteed number of room nights).
 - Most needs would need to be contracted out (i.e. tables, chairs, linens, etc.) and keeping track of those contracts would be a challenge.
 - There are no hotels or other businesses near the event center, which could negatively impact those who opt out of meals (assuming the a la carte meals option is offered as Shirley reiterated that there is some time for Ericka, Ann (and the board) to make a decision given contracts cannot be secured for Westside Commons, Wingate until March 2025 (13 months out from April 2026). ain).
 - Tech would need to be contracted or brought in
 - Streaming would be challenging and is not cost-effective given the small number of remote attendees (presenters would need to record).
 - Parking is an issue, and attendees would need to cover it themselves as it would be cost prohibitive for OLA to cover the \$6k fee
 - In the past, OLA used PEDCO as a venue decorator—Shirley received referrals from Westside Commons, but one has been difficult to reach.
 - Post-pandemic costs are higher.
 - Projects 2026 will “break even”—Is this current strategy a fiscally responsible way to serve the membership?
 - It would be great to have a conference in the Portland area, but costs are high in that region.
 - Recommends OLA select a location other than Hillsboro in 2026.
- Current Conference Timeline:
 - 2025 - Eugene
 - projected to break even
 - 1st time working with a venue lacking hotels (free parking)
 - Projected to break even/be in the red
 - 2026 - Undecided/Under Discussion (**Hillsboro**, Bend, Virtual?)
 - Projected to break even/be in the red
 - 2027 - Seaside
 - Venue lacks hotel
 - Lower/reasonable rental rates

- Profit expected
 - ACTION ITEM: Shirley will share proposed budget, and double check if Bend Riverhouse still has dates open for 2026
- General Update
 - Shirley has been time assisting units with elections, cutting checks, and answering general questions.
 - OSAL conference registration is out early/before end of fiscal year (June 30th)

State Librarian Report (Wendy Cornelisen)

- See The [SLO Report](#)
- Overview Comments
 - Thanked International Round Table
 - Received formal invitation to visit China this fall
 - Received some clarification on budget asks (more focused)
 - Two positions - both for government services division (one cataloging position and one librarian position)
 - Additional \$150k for ready to read state grants (increased for public libraries from \$1k to \$2k)

Elections - Official Report (Wendy)

- President Elect - Ayn Frazee
- Vice President Elect - April Witteveen
- Secretary - Roxanne M. Renteria (re-elected)

Legislative Report/Lobbyist Update (Kate Laskey)

- Jeremy and Kate met with Tess, and she has accepted the 60 day termination (based on Executive Board vote, and the Legislative Committee agreed).
- Expenditures on the lobbyist exceeded the 15% allowable limit, which mean the scope of lobbying activities had to be reduced.
- Jeremy and Kate will follow-up and meet with Tess again next week, and once more in August to passing over keys to specific software, and responsibilities related to the Political Action Committee.
- ACTION ITEM: Kate will follow up with Ericka, Ann and Shirley regarding those responsibilities once she knows more.
- The Legislative Committee meets last Tuesday of every month at 3:30pm – they will discuss next steps at next week’s monthly meeting, map out volunteer advocacy activities, and return to the model of the past in which individual librarians meet with their elected representatives.
- Still considering if it makes sense to hire a lobbyist based on resources.
- Essentially, this is a period of re-evaluation.
- Kari May, Jackson County Library Director, put together an advocacy kit that will be shared at an upcoming Legislative Committee meeting. The Legislative Committee hopes to replicate or share with all moving forward.
- Emily asked if Tess will remain on the Freedom to Read Coalition—and Kate shared not when it comes to representing OLA (although Tess could remain on the coalition and represent another client).

- The Freedom to Read Coalition meets every two weeks with the purpose of reintroducing language related to SB1583 into the Long Session.
- Coalition is uncertain of the language—at this time they are under the impression that Senator Frederick wants to present it without adjustments.
- Coalition goals are still being defined, as are the community agreements and a request for the membership roster was made (as only 6 members were present at the meeting on the 7th).
- Coalition was formed and is being led by the ACLU of Oregon.

IFC Hoopla Concerns (Emily O’Neal)

- [Why Is Midwest Tape/hoopla Creating a New Rating System for Library Purchases? \(bookriot.com\)](#)
- Midwest Tape announcement email about Ghostbusters contained a small notice at the bottom.
- The rating system is redundant as reviews for material already exists via publishers and professional publications.
- The belief is they have implemented a universal content rating system to help certain states that are required by law to have a rating system (its opt-in; and accessible to collection development librarians); concern is libraries will use this as a rating system outside of Hoopla for print and nationwide.
- This rating system is subjective.
- IFC is drafting a statement to go out early next week, after Emily’s meeting with Midwest Tape CEO, requesting the universal content rating system be removed. The statement will not be published if the CEO is amenable.
- Emily’s purpose for sharing is three-fold:
 - FYI for those on the board who haven’t heard about the implementation of Hoopla’s universal content rating system
 - General support and feedback on a statement
 - FYI for libraries so they can make informed decisions when it comes to contracting with vendors
- A short discussion period was held, in which embargo precedents were held (i.e. MacMillan eBook Embargo).
 - Buzzy and Wendy the SLO accords would need to be checked for language prohibiting the state from advocating.
 - OLA might be in a position to advocate for an embargo, but not via social media per the policy drafted in winter 2024/2025.
 - OLA has advocated for embargos related to MacMillan and Tor.
- Next steps pending...

OLA Website Audit Recap & Next Steps (Ericka)

- See [Audit Report](#)
- See [PPT Presentation](#)
- A short discussion was held..
 - Based on discussion with SSD, Rinny suggested a column be added to the spreadsheet so units, committees, and divisions can check off when corrective action had been taken.

- Emily asked about the possibility of creating a task force composed of tech savvy individuals who can implement changes. Buzzy shared there is a precedent of establishing task forces. Ericka expressed concern that overburdened units would be unable to commit to joining a task force—her hope is units would have the capacity to update small things on their own, but update the spreadsheet with tasks they cannot complete on their own.
- Ericka spoke with Ayn about the possibility of using an hour at the retreat for units, committees, and divisions to update what they can at the retreat.
- Kate expressed concern about volunteer members and leaders lacking the time and bandwidth to update their information, and suggested OLA use part of our \$1.2 million dollars to pay a professional to facilitate the process.
- Ericka shared timeline wise hiring a consultant falls under Ayn’s purview. Additional conversation is required, but she personally supports looking into hiring a consultant would be a good course of action.
- Ayn reiterated we have options for paid support, we could hire externally, or go with Spencer Ellis or Elena Gleason since they are already so familiar with the website (assuming they are open to it), or seek help for the volunteer pool at large given how talented everyone is. Essentially, we have options, but do not need to decide today. She likes the idea of using an hour or so at the August OLA Retreat, and then fine tune things with paid support.
- Shirley supports Ayn’s comments, and would like to see this project move forward.
- Kate supports everyone’s comments, but also advocates for data storage.

Position & Unit Descriptions (Ericka)

- One of Ericka’s high priorities for her presidential year was to update position and unit descriptions, in part to delineate what is expected/required versus what is a preference of the individual currently serving as there has been some discrepancy. .
- Ideally, units will formalize their annual timeline and goals so prospective members know what they can expect if they were to join.
- This should facilitate candidates recruitment for elections.
- ACTION ITEM: Ericka will put together a Google Form and be in touch regarding the need for assistance in drafting updated position and unit descriptions

Lunch Break

Unit Reports (All)

- **TSRT (Emily)**
 - Current Chair, but doesn’t have capacity given commitment as IFC Chair
 - Will step down at the end of this fiscal year
 - Has been unable to recruit a new chair, so there might not be leadership moving forward.
 - Emily will continue on as a member but needs a replacement
 - Duties include coordinating a meeting in Newport for the new fiscal year, during which members discuss conference offerings and the chair coordinates to attend

the program proposal session

- **IFC (Emily)**
 - Updates:
 - Emily attended a training in Chicago (ALA OIF) “Law for Libraries”, ALA’s counsel and Harvard Law Librarians were on hand to assist. This was a “train the trainer” program, with the expectation that attendees would pass along this information. Emily is meeting with the State Library next week, and would like to put together a training for Oregon Library workers (perhaps through Niche Academy).
 - ACTION ITEM: Let Emily know if you have any ideas about how she might go about sharing this information with others in the state of Oregon.
 - Emily submitted the grant application
 - IFC requires a confidential platform where they can discuss sensitive challenges—moving forward the 1st hour will be closed to the public and only available to members and ex-officio members (as well as the OLA President).
 - Lost two members, after recruiting back in February—so they’ll reach out to the February applicants to see if anyone is still interested.
 - Working with Buzzy to review IFC by-laws (and expand membership from 9, to 11, or 13 to manage the load of challenges they are helping with)
 - Emily and Perry are working on drafting model policies (for SDAO)

- **OASL (Ayn Frazee on behalf of Jennifer McKenzie)**
 - OLA sent a cohort to Bend to attend the Libraries Leading with Equity training, and positive feedback
 - August 6th—visiting the State Library in Salem
 - One day conference in Portland at Grant High School on Saturday, October 5th (attendees are able to register early)
 - Author [Phil Bildner](#) will be the keynote speaker
 - Join author [Dashka Slater](#) and cartoonist [Breena Bard](#) for a breakfast panel and session presentations
 - Working with Shirley to get their SpreadShirt gear ready for the conference
 - Wendy is planning to attend

- **Leadership Committee (Liisa Sjoblom)**
 - Jane Corry resigned, down to 6 members
 - New members needed
 - Working on updating and promoting Mentor Match
 - Had a record number of applicants this year—10 applied for during the February opening
 - Working on LIOLA planning
 - Cost prohibitive to hold a 2-night event during July (\$25k)
 - Thus, will offer 1 night event
 - Moving forward LIOLA will facilitate—as they own all of the content from Christina

- **OLA EDIA Committee** (LaRee Dominguez)
 - Added a new committee member in the wake of OLA Conference in Salem
 - Adding a second meeting each month, on the 4th Tuesday of each month. This hour-long meeting will be used as a work-session in an attempt to better parse up the division of labor related to our podcast, and ease the burden upon our podcast manager.
 - As far as the podcast is concerned, [Season 3 Episode 3 entitled “An Introduction to Critical Librarianship with Jamilah Gabriel”](#) dropped on May 31st. Jamilah is the Critical Pedagogy Research Librarian at Harvard University and co-host of the podcast LibVoices, for a second time. Jamillah provides listeners with a beginner-friendly overview of Critical Pedagogy, how it can be applied to library and information science, and used to promote EDIA within libraries and educational settings. Jamillah explores why EDIA racism trainings fail (or perhaps more accurately, why EDIA trainings are designed to fail), and how decolonizing bibliographic research can aid in centering marginalized voices and perspectives when it comes to knowledge production and citation.
 - We expect to release our Season 3, Episode 4 later this month. Our June episode features Anne Heidemann & Melissa Isaac from the Saginaw Chippewa Indian Tribe of Michigan, and centers [Maawn Doobiigeng](#) (Gather Together), their new classification system.

- **SSD** (Rinny Laken)
 - [See report](#)
 - Overview comments
 - Election for Secretary is underway (one person is running)
 - Opening for Chair, Treasure, and 2 Members at Large
 - Donor approached SSD regarding scholarships
 - Forgoing 2025 conference, and instead waiting for LIOLA graduates with the hope that

- **CSD** (Monica Hoffman)
 - CSD is currently recruiting for new board members including Chair Elect.
 - Ideally, they would prefer to recruit two for the position as we have found having co-chairs works well for CSD.
 - Also are also planning for the upcoming year on how we would like to serve our members including offering a quality pre-conference for next year.

- **OYAN** (Ian Duncanson)
 - Elections ended
 - Released favorite graphic novels list
 - The raffle was successful
 - OLA Salem 24 session on Teen Mental Health went well
 - Didn't have scholarship applicants this year

Action Item Review/Next Meeting (Ericka/Roxanne)

- ACTION ITEM: Shirley will send the registration form out (guest registration due July 25th)
- ACTION ITEM: Shirley will share proposed Hillsboro budget, and double check if Bend Riverhouse still has dates open for 2026
- ACTION ITEM: Ericka will put together a list of local walkable lunch options for those who attend the August Retreat
- ACTION ITEM: Kate will follow up with Ericka, Ann and Shirley regarding those responsibilities once she knows more.
- ACTION ITEM: Ericka will put together a Google Form and be in touch regarding the need for assistance in drafting updated position and unit descriptions
- ACTION ITEM: Emily is meeting with Midwest Tape via phone early next week, and might release an IFC statement,
- ACTION ITEM: Buzzy will double check the bi-laws as they relate to boycotts
- ACTION ITEM: Let Emily know if you have any ideas about how she might go about sharing this information with others in the state of Oregon.

Adjourned at 1:48 p.m.

Appendix. Common OLA Abbreviations.

- ACRL—Assoc. of College & Research Libraries
- CSD—Children’s Services Division
- EDIA—Equity, Diversity, Inclusion, and Antiracism Committee
- IFC—Intellectual Freedom Committee
- LEG—Legislative Committee (formerly Library Development and Legislation)
- LIOLA—Leadership Institute of OLA
- OASL—Oregon Assoc. of School Libraries
- OBOB—Oregon Battle of the Books
- ORCA—Oregon Reader’s Choice Award
- OYAN—Oregon Young Adult Network
- PLD—Public Library Division
- REFORMA—REFORMA Oregon
- SLO—State Library of Oregon
- SSD—Support Staff Division