



Oregon Library Association Executive Board Meeting

September 3, 2025 at 4:00 a.m. - 6:00 p.m.

Zoom 3: <http://olaweb.org/ola-zoom-meeting-login-info>

Minutes approved October 1, 2025

[Agenda](#) & [Meeting Packet](#)

Present: Ayn Frazee (OLA Past President), April Witteveen (OLA President), Bryan Miyagishima (OLA Vice President), Ericka Brunson-Rochette (SLO Community Engagement Consultant), Jordan Popoff (OLA Treasurer), Roxanne M. Renteria (OLA Secretary), Buzzy Nielsen (OLA Parliamentarian), Shirley Robert (OLA Manager), Wendy Cornelisen (State Librarian), Kate Thornhill (ACRL-OR), Jane Nichols (ACRL-OR, outgoing), Anna Bruce (CSD), Jaime Thoreson (CSD, outgoing), Amy Page (OASL), Brianna Sowinski (OYAN), and Rachel Diego Leon-Kalnins (REFORMA OR).

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

Welcome & Intros (April Witteveen)

- Our [community agreement](#) during our meetings.
- Welcome and introductions.
- ACTION ITEM: April will include an ice breaker for the October meeting.

Agenda Changes/Minutes (April)

- Lack of quorum—vote on the minutes was held after the Association Report.
- See August meeting and retreat [minutes](#).
- Motion to pass the August board meeting and retreat minutes approved with edits.

Association Report (Shirley Roberts)

- Recent tasks include completing various 2024 OLA grants (one left, which has an extension), ensuring new officers have signature authority, writing checks, and balancing financial reports.
- Will begin the process of drafting a budget for 2025-2026
 - ACTION ITEM: Shirley will send out the report and link to the draft budget.
 - ACTION ITEM: Unit Heads will need to submit 2025-2026 budget increase and special projects funding request—due no later than September 24.
 - Additional funds will come from an account containing \$15k.
 - This is a relatively new option—implemented 2 years ago.

Unit/Committee/RT Reporting Expectations (April)

- ACTION ITEM: April will send a Presidential message to the membership by EO next week.
 - Will include information on requesting monies from OLA since it's a new thing for the org to do.
- A short discussion was held regarding unit reports—those present discussed format and frequency.
 - Bryan contended monthly reports would be better for advocacy purposes.
 - Kate preferred written reports.
 - DECISION: written reports will be submitted every other month, during the business meeting.
 - Members will receive a URL link, and fill out their written report via a form.
 - Shirley suggested a link be included in each meeting drive packet.
 - In response to a question about timeline, Shirley shared she foresees the packet developing over the course of the preceding weeks.
 - April foresees a call for agenda items going out 2-1.5 weeks in advance, and that will be when unit heads can begin filling out the report.
 - ACTION ITEM: April will follow up with Shirley and Roxanne and share specific details about the packet, call out, and templates next week.

2026 OLA/PNLA Conference Update (Shirley)

- April and Ayn selected the 2026 OLA Conference (Portland) theme—*Get Loud for Libraries*.
- The joint OLA/PNLA Committee is working well.
- Committee members are in the process of suggesting potential speakers.
- A call for session proposals will go out on September 16, 2025.
- A save-the-date for Exhibitors and Sponsors will go out on October 1st, with their registration opening November 15, 2025.
- Registration is scheduled to open February 2, 2026.
- Circling back to the conference theme, April shared her hope that OLA reflects on what keeps Oregon library workers and members from attending the conference.

5th National Joint Conference of Librarians of Color - Spokane Washington October 7 - 11, 2026 (April)

- See [website](#).
- April was approached by a liaison from JCLC, and wanted to share this opportunity with unit heads, and library workers alike.
- Those present discussed how best to disseminate information about this opportunity, and encourage participation via institutional or OLA related financial support.
 - Roxanne shared information about the OLA EDIA Professional Development Scholarship Fund (renewed for a second year), and suggested these funds could be used to cover registration fees.
 - Wendy clarified this particular conference falls outside the financial deadline.
 - Please, note: these funds must be used on professional development opportunities that are completed before the end of July 2026.

Tour of OLA Board Drive / Discussion (April/Shirley)

- See [Drive](#).
- Per April's August request, Shirley set up a Board Google Drive.
- Shirley provided a short tour of the drive—current hierarchy as follows.
 - Google Drive
 - [OLA Board Meeting Recordings](#)
 - [OLA Board Meeting Packet](#)
 - [OLA Board Retreats](#)
 - [OLA Board Agenda Template.docx](#)
- A short discussion was held regarding who has access based on Shirley's most recent invitation to access.
 - Some unit heads were still unable to access the drive via the link provided, but were able to access the Drive by clicking on "Shared Drives" on the left hand side of the screen.
 - DECISION: Shirley will attempt to fix the access issue, and follow-up with unit heads.
- Roxanne asked for clarification regarding where to save Secretary notes in future, as it has been the historical practice to save copies in the Secretary Drive and on the OLA website.
 - DECISION: notes will be stored in the OLA Board Drive and on OLA website for the Membership.

Setting of August 2026 Board Mtg / Leadership Retreat (Shirley/April/Bryan)

- A short discussion was held regarding when and where to hold the August 2026 OLA Retreat.
 - April and Bryan were of a like mind, and very quickly decided it would be best to hold the event in Eastern Oregon, with the group suggesting various options: Pendleton (Blue Mountain), the Dalles, Hermiston, Boardman, La Grande etc.
 - Bryan suggested carpooling east would allow unit heads and board officers with flexible schedules to connect with small libraries along the way.
 - DECISION: The August OLA Retreat 2026 will be held in eastern Oregon on August 13-14, 2026.
 - ACTION ITEM: Shirley will reach out to venues in La Grande and Pendleton, to begin planning the 2026 Retreat in Eastern Oregon, and check the draft budget.

Ideas & Updates

- This section was added to the agenda.
- Given a surplus of time, April solicited ideas and opened up the floor, which inspired those present to share information.
 - Shirley shared she has been meeting with unit heads 1:1, and invited those present to reach out to her if they have questions or would like a training demo.
 - Shirley and Jordan will meet with investment counselors at the end of October.
 - Jordan revealed SSD is considering moving their conference to September, and wanted to know if there might be a reason to avoid doing so.

- Shirley suggested it is worth a try.
- Bryan underscored the benefit of data visualization—noting the [public director map](#) and LIOLA map as recent, fantastic examples.
- Kate shared a short ACRL-OR update:
 - ACRL 2027 will be held April 7-10, 2027 in Portland and online.
 - ACRL is currently seeking a private university board member, as well as a second vice presidential candidate for the election this fall.
 - At present, there are higher education related concerns (dismantling of departments, access to information, etc.) tied to the loss of funding at the federal level.
 - More specifically, UO is experiencing massive budget cuts, with 9-10 library positions likely to be cut, and more information is available via <https://strengthenuo.org/>.
- Rachel shared a brief REFORMA OR update, and reminded everyone the Mock Pura Belpre will be held at the Happy Valley Library on Saturday, October 18 from 1:00-3:00pm.

Action Item Review/Next Meeting (April/Roxanne)

- ACTION ITEM: Shirley will send out the report and link to the draft budget for review.
- ACTION ITEM: Shirley will reach out to venues in La Grande and Pendleton, to begin planning the 2026 Retreat in Eastern Oregon, and check the draft budget.
- ACTION ITEM: Unit Heads who would like an increase in funds or who would like to fund special projects will need to submit a 2025-2026 request due no later than September 24.
- ACTION ITEM: April will include an ice breaker for the October meeting.
- ACTION ITEM: April will send a Presidential message to the membership by EO next week.
- ACTION ITEM: April will follow up with Shirley and Roxanne and share specific details about the board packet, call for agenda items, and templates by EO next week.

Adjourned at 5:38 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