



Oregon Library Association Executive Board Meeting

October 1, 2025 at 4:00 p.m. - 6:00 p.m.

Zoom: <https://us02web.zoom.us/j/86281420660>

Minutes approved November 5, 2025

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

Present: April Witteveen (OLA President), Ayn Frazee (OLA Past President), Bryan Miyagishima (Vice President Elect), Jordan Popoff (OLA Treasurer), Buzzy Nielsen (OLA Parliamentarian), Roxanne M. Renteria (OLA Secretary), Shirley Roberts (OLA Manager), Jerianne Thompson (ALA Chapter Representative), James Simpson (Member at Large), Anna Bruce (CSD), Liisa Sjoblom (Leadership Committee), Jeremy Skinner (Legislative Committee), Brianna Sowinski (OYAN), Brystan Strong (SSRT), Damon Campbell (Union Steward United Academics).

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

Welcome & Intros (April Witteveen)

- Our [community agreement](#) during our meetings.
- Welcome and introductions.
- Attendees answered the Icebreaker question: If you were a potato, how would you like to be cooked?

Agenda Changes/Minutes (April)

- Lack of quorum—vote on the minutes was held after the Association Report.
- See September [minutes](#).
- Motion to pass the September minutes approved.

Treasurer's Last Fiscal Year Report (Jordan Popoff)

- See [Last Fiscal Year Report](#) (September 1, 2024–August 31, 2025)
- Overview Comments
 - Shirley revealed OLA tends to do well when it comes to net income, and reminded those present—per a board motion made in September 2025, anything above \$5k will be put into the Flourish account.
 - Jordan will update the report format to include the Flourish account under investments.
 - Once finished sharing the report, Jordan asked the board if the information included is useful, or if there is other info being sought.
 - The general consensus was that the information is helpful.
 - April suggested the inclusion of 5 year trends, especially in regard to membership (and from specific sectors—where is growth and decline occurring), might provide a better overview of trends through time.
 - Roxanne asked for visual piecharts or tables.
 - Shirley revealed Personify (Memberclicks) is capable of generating visual

reports, and this is best done on a quarterly basis.

- Liisa mentioned a financial position graph, over time, might be useful (via the chat).
- **ACTION ITEM: Shirley will generate will generate membership reports using Personify (Memberclicks)**
- **ACTION ITEM: Jordan will explore the possibility of adding graphical elements to future Treasurer Reports.**

Association Report (Shirley Roberts)

- Overview Comments
 - Using screen share, Shirley provided a review of Profit & Loss (September 1, 2024-August 31, 2025), and highlights related to the conference include:
 - The conference made over \$100k in profit.
 - Conference expense \$93k+.
 - Net Profit nearly \$40k (much of this was generated due to the reduction of AV cost from \$20k to \$5k at OLA Eugene 2025).
 - After one month of the surplus \$5K Enterprise Fund generated.
 - Other duties include:
 - closing out the fiscal year, and is scheduled to meet with the accountant to complete the IRS 9090 reporting form and the CT12 form.
 - Working on unit reports.
 - Handling the crime bond.
 - Assisting OASL with the conference, OBOB, and ACRL-OR.
 - Writing checks and processing reimbursements, as well as deposits.
 - Conference Co-Chair duties and updates for the past month include:
 - Narrowing down keynotes.
 - Sending Save the Dates to exhibitors.
 - Contacting hotel food.
 - Webpage status TBD.
 - Conference theme selected.
 - Working on a conference logo, and the final selection is coming up.
 -

Financial Reviews (Shirley)

- See [OLA 2025-26 Draft Budget](#).
- Overview Comments
 - Just a reminder the Draft Budget was heavily reviewed in August, and then reviewed in September.
 - Budget Request Updates: there have been two requests for additional funding from TSRT and ACRL/OR.
 - TSRT is requesting \$500 ongoing (\$250 for an OLA Speaker/\$250 half for scholarship)
 - ACRL/OR is requesting \$1500 ongoing (for scholarships)
 - For context, the Board previously voted to increase funding for IFC, the Legislative Committee, LIOLA Scholarships (Leadership Committee), and EDI Antiracism Committee.
 - A short discussion was held, regarding unit budgets and funding requests after April raised questions about the expectation of spending down unit balances before making requests.
 - Anna raised a valid point—it can sometimes be difficult, as a new unit head, to

determine how much surplus to maintain given revenue generating trends through time.

- Ultimately, it was decided to proceed with funding the unit requests, and April will organize conversations with unit leaders about financial management, budgets, surplus, and expectations.
- Per Shirley, the budget is a working document, and a budget request can be submitted at any time (just requires a vote of the Board to approve).
- Additionally, the budget request form is a relatively new development and has only been in use for 3-4 years (and is rarely used, perhaps due to lack of promotion).
- August 2026 Retreat Update:
 - Following up from last month's meeting, Shirley revealed holding the Retreat in LeGrand would increase budget spending to \$5500 (to cover 2 nights logging, etc.).
 - This revelation sparked a short discussion about the cost of previous retreats, and merits of conducting the retreat in LeGrand (Pendleton or Hermiston), with the consensus still favoring Eastern Oregon.
 - The Board acknowledged the distance could make it difficult for some 2026-2027 chairs to attend in-person—but Hybrid will still be possible.
 - Shirley suggested inviting area library workers to attend the dinner and the following Board Meeting.
 - **ACTION ITEM: Shirley will continue investigating retreat possibilities across Eastern Oregon (LeGrand, Pendleton, and Hermiston).**
- **Motion to approve presented budget with increased budget for retreats and supporting ACRL/OR TSRT passed.**

2026 OLA/PNLA Conference Update (Shirley)

- See [OLA 2025-26 Draft Conference Budget](#)
- Overview Comments
 - Note the budget has been shared with PNLA, and they have agreed to it.
 - The minimum attendance expected is 475 registrants, with a breakdown with OLA expected to have 375 attendees to PNLA's 100.
 - This breaks down to a percent attendance of 79% OLA and 21% PNLA.
 - When it comes to expenses, the budget is very similar to years past with one exception.
 - As a reminder, the keynote speaker honorarium was upped from \$6k to \$10k, in order to bring in a high profile, motivating speaker.
 - Estimated total income: \$152,800.
 - After expenses, total profit should be in the realm of \$37,311.49.
 - Based on the aforementioned percent attendance breakdown, OLA is expected to earn \$29,476 (79%) to PNLA's \$7,835 (21%).
- **Motion to approve the OLA 2025-26 Draft Conference Budget passed.**

High Yield Interest Distribution (Shirley)

- See [Flourish - High Yield Savings 2025_08 Disbursement Options Spreadsheet](#)
- Overview Comments
 - Shirley provided an overview of the spreadsheet, and two options for distributing funds.
 - Ultimately, it was decided to distribute the full amount to active units as this is interest earned off their own monies (inactive units such as LIRT/DIGORT being excluded).
- **Motion to pass distribution as presented via column D (or was it B) passed.**
 - Shirley reminded those present this decision will be reviewed for a vote next year, in

case the new Board chooses to do differently.

Legislative Committee Report (Jeremy Skinner)

- Overview Comments
 - The committee met yesterday.
 - Jeremy and Kate met with Eames Consulting last week.
 - Things are moving quickly at the state level—a sentiment also conveyed via the recent update from the State Library of Oregon.
 - For those who missed the update, SLO revealed they'd been asked to cut 1% (or \$40K) from the budget—impacting *Ready to Read*.
 - The Legislative Committee has a plan in place to meet with specific, Republican Legislators who might be amenable to offering support—particularly those in rural parts of Oregon, whose libraries will be harder hit.
 - Messaging will be critical to garnering local support from Republican Legislators, and the committee is putting together a list of those who might be amenable.
 - With the short legislative calendar in mind, the Legislative Committee is putting together training materials, many geared toward specific districts, with the hope that Oregon library workers and those with a vested interest, will reach out to their legislators.
 - Additionally, the Legislative Committee would like to schedule trainings for this November or December on the topic of messaging the value of libraries and working with individuals who desire to craft a message, with Eames' assistance.
 - **ACTION ITEM: Jeremy will provide April with Fall training and meeting dates.**

Intellectual Freedom Report (Shelby Paulson)

- This agenda item was set aside due to lack of presence.

Unit Reports (All)

- **ALA Chapter Meeting (Jerianne Thompson)**
 - ALA has a new strategic plan.
 - ALSC and YALSA reunification—[FAQs can be found here](#).
 - A special meeting was held in August.
 - A slightly controversial decision was proposed—to align elected round table officers with elected officers (would have excluded a secretary position from roundtables, and they didn't think it would be positive, this decision was paused).
 - A special meeting was held in August.
 - Moving forward, Jerianne would like to include a Hotline Update at a frequency as yet to be determined (quarterly seems too much).
 - The next Chapter meeting will be held in January.
- **OYAN (Brianna Sowinski)**
 - 3 members are attending OASL this weekend.
 - Planning a mini Mock Printz.
 - Hope to collaborate with CSD.
 - Investigating ways to maintain connections across the state, and demonstrate value.
- **CSD (Anna Bruce)**
 - Past, present and incoming chairs met.

- This year's focus will be stabilization and sustainability.
- Will piggy-back off of iRead's training to offer a November summer reading training.
- **Staff Training Round Table (STRT)** (Brystan Strong)
 - Met last week.
 - First priority is meeting the conference proposal deadline (2-3 coming), and which members can attend.

Request for Support: OLA Board Statement on U of O Librarian Layoffs (Damon Campbell)

- [See statement.](#)
- Overview Comments
 - Vote to Sign letter on behalf of OLA.
 - Damon shared a short bio—Damon is the Acquisitions Librarian at the University of Oregon, TSRT Secretary, and Union Steward for United Academics.
 - On September 10th, 2025: 4 faculty and 3 officers of administration employees were laid off, and 1 vacant classified position (to be filled) was lost, and a number of student worker positions were not renewed.
 - This impacts access services, cataloging, scholarship support, and employee engagement.
 - Additionally, one of the laid off employees cannot serve as ACRL Past President due to the layoffs.
 - Issues include...
 - Lack of financial transparency.
 - Layoffs are said to be the result of a budget deficit discovered in spring term.
 - Lack of access to this information meant United Academics was unable to offer solutions: early retirement and contract buyouts.
 - 20% of layoffs impact the libraries.
 - No other department was as heavily impacted, and this is going to lead to increased staff stress and decreased quality of work.
 - What is being done:
 - Currently gathering workload impact data from staff.
 - Seeking to garner public support and political pressure.
 - Some librarians are engaged in arbitration with Union Support.
 - Damon shared, the biggest issue is the lack of financial transparency (in response to Bryan's question).
 - No defined timeline, no real rush.
 - For context, Buzzy shared the Board has offered signed letters of support in the past.
 - Shirley revealed past letters of support can be found under [Communications](#) (or via this cookie trail: home→About OLA→Communications).
 - **ACTION ITEM: April will sign the letter of support for U of O before going home this evening.**

Parking Lot (April/Roxanne)

- April will noodle upon the best way to solicit a temperature check with unit chairs, to better understand feelings behind budget surplus versus expenditures.
- Jerianne hopes to provide updates via the OLA Hotline (frequency TBD).

Action Item Review/Next Meeting: November 5th (April/Roxanne)

- **ACTION ITEM: Shirley will generate membership reports using Personify (Memberclicks).**
- **ACTION ITEM: Shirley will continue investigating retreat possibilities across Eastern Oregon (LeGrand, Pendleton, and Hermiston).**

- **ACTION ITEM: Jeremy will provide April with Fall training and meeting dates.**
- **ACTION ITEM: April will sign the letter of support for U of O before going home this evening.**
- **ACTION ITEM: Jordan will explore the possibility of adding graphical elements to future Treasurer Reports.**

Adjourned at 5:59 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