



Oregon Library Association Executive Board Meeting

May 13, 2026 at 4:00 p.m. - 6:00 p.m.

Zoom: <https://us02web.zoom.us/j/83092665419>

Minutes approved with edits on June 3, 2026

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

Present: April Witteveen (OLA President), Bryan Miyagishima (OLA VP Elect), Jordan Popoff (OLA Treasurer), Roxanne M. Renteria (OLA Secretary), Buzzy Nielsen (OLA Parliamentarian), Shirley Roberts (OLA Manager), Wendy Cornelisen (SLO), Kate Thornhill (ACRL), Anna Bruce (CSD), Liisa Sjoblom (Leadership), Kate Jacobson Dutro (OASL), Ruth Headley (OYAN), Rinny Lakin (SSD), and Amanda Kaylee Stinnett (Intern).

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

Welcome & Intros (April Witteveen)

- Our [community agreement](#) during our meetings.
- Welcome and introductions.
- Ice breaker: attendees shared their favorite dystopian novel or post-apocalyptic novel.

Agenda Changes/Minutes (April)

- See April [minutes](#).
- Motion to pass the April minutes approved.

Association Report (Shirley Roberts)

- Per Shirley, it has been a busy month filled with conference, OBOB, and general operations duties.
- Financials are up to date and reconciled through April, but these links may be hard to locate due to Memberclicks website updates.
- The election ballot went out Monday via Personify.
- Shirley is working on final reports from units.
- Gearing up to plan the August OLA Board Retreat (La Grande, OR).

Conference Report (Shirley)

- There were over 500 attendees (PNLA: 58 or 12% and OLA: 442 or 88%).
- Preliminary financials are as follows:
 - Income: \$170,675.
 - Expenses: \$115,208.
 - Projected profit: \$55,467.
 - Will be refunding PNLA deposit of \$7500.
 - A few registrants have yet to pay their invoices, but overall numbers are good.
 - Net income to be distributed will be based on each organization's registrations.
- Feedback is currently being collected from registrants.

- The small number of negative opinions shared about Mychal Threet’s keynote session offer an opportunity for growth, and suggest the OLA Conference Planning Committee include trigger warnings and review keynote content ahead of time.
- That said, it is important to continue to engage in crucial conversations.
- The OLA Conference Planning Committee will convene to debrief on May 19th.
- Final report to Board at June Board Meeting
- Shirley recommends the conference chair be assigned to executive director duties if we go that route.
- Additionally, Shirley noted vendor feedback included a concern about insurance—after further discussion she noted general liability is covered via OLA’s insurance policy but that policy probably would not cover costs specific to vendors (such as theft or damage to their property, liability from accidents that happen due to the vendor's actions/products, etc.).

State Library Report (Wendy Cornelisen)

- See [State Library Report](#).
- Overview comments:
 - The next SLO Board Meeting will be held on Friday, May 15.
 - Agenda topics include the adoption of Oregon Administrative Rules (OAR),
 - A period for public comments will be held at 9:10am.
 - In the coming weeks, SLO will issue a Press Release noting: “The State Library and the Department of Early Learning and Care (DELC) have signed an Inter-Agency Agreement that provides an additional \$400,000 for the 2027 Ready to Read grant (R2R) cycle [...] increasing total funds to \$1,310,066.”

OLA Website Update: Internship Project (April and Amanda Kaylee Stinnett)

- See [OLA Style Guide](#).
- Overview comments:
 - Over the last few weeks, Amanda has reviewed links and outdated information on Memberclicks/Personify, and put together a style guide.
 - It should be noted Amanda’s intern duties sunset in 3 weeks.
 - Overall, the goal is to ensure unit pages are [uniform](#), and contain basic information—but units like REFORMA and CSD are still permitted to link out to their subscription hosted sites.
 - After some discussion, members of the board had various recommendations to consider for future planning purposes.
 - Buzzy suggested the board consider creating a Archivist position.
 - Kate added that individuals filling that position possess a records management background.
 - April prefers record retention move from Memberclicks/Personify to Google Drive.
 - Shirley advised storage will need to be upgrades (close to 15GB limit), and Google is a stop gap—OLA would need to select a permanent archive solution.
 - Kate shared her 2 cents—if OLA has the cash then go for a system but if it doesn’t then Google Drive is the way to go for having an archive that’s just a filing system.
 - Buzzy noted OLA can also use the share settings in Google Drive to allow broader access, and not rely on Personify to basically store documents.
 - For instance, as they get rewritten, he is putting the policies into Google and linking them from the Policies page.
 - To April's last point, Buzzy believes that a lot of the independent unit sites started because of Personify's limited functionality, e.g. blogging
 - Shirley, suggested we start with the organization we desire.

- Per April, the template will be given to new unit leaders at Retreat/Summer.

New Policy: Requests for Additional Funding (April and Shirley)

- See [policy](#).
- Overview comments:
 - April provided a brief overview of the document she created to address future requests for additional funding and the related application form.
 - After some discussion, the board agreed a decision tree would be useful for procedure purposes.
 - **ACTION ITEM:** April will create a visual decision tree version of the New Policy (due by August Board Retreat).
 - Anna would like forms of this nature to move to DocuSign.
 - Buzzy noted this entire document reads more like a procedure than a policy to him, and he is not sure it needs to be as "formal" as a policy.
 - April asked for board input regarding what the reserve should be, with Shirley reiterating the OLA account suggested units maintain a year of operating costs as reserves—which may impact units differently, particularly if they conduct their own mini-conferences (such as SSD).
 - No final decision was made at this time, and the board will revisit this topic.

Communications Committee: New Chair (April)

- The [OLA Communications Committee](#) has chair vacancies that need to be filled.

Unit Share-Out and Updates (All)

- **OASL (Kate Jacobson Dutro)**
 - OASL will conduct their own Board Retreat in August before the OLA Executive Board Retreat.
 - [Fall 2026 Conference](#) planning is well underway.
 - Per the usual, the OASL Conference will include a bus tour of school libraries, along the east side of Multnomah on October 9th.
 - Partnerships with different types of libraries is a focus.
 - Toward that end, Buzzy suggested Kate reach out to Jefferson County School District and Jefferson County Library as they have some great partnerships.
 - Kate noted Oregon school librarians are being laid off, and shared the Oregon PTA resolution and data map.
 - <https://www.pta.org/home/About-National-Parent-Teacher-Association/PTA-Leadership/state-offices>
 - https://www.datawrapper.de/_/6spQr/
 - Per Wendy, the Governor's Office has received the PTA resources, and there are 88 library ballot issues, and lots of news articles on local library funding, including school, public and community colleges.
 - April shared this link: <https://www.pencil4gov.com/>.
- **ACRL-OR (Kate Thornhill)**
 - Kate provided a short overview of contemporary issues facing academic libraries in Oregon, and included a link to a [press release](#) announcing the new executive director of ACRL national.
- **SSD (Rinny Lakin)**
 - SSD has vacant positions and Rinny would like a copy of the email Anna Bruce (CSD) sent out.

- **ACTION ITEM: Anna will share a copy of the email with Rinny.****ACTION ITEM: Anna will share a copy of the email with Rinny.**

Parking Lot (April/Roxanne)

- Revisit New Policy: Requests for Additional Funding.

Action Item Review/Next Meeting: June 3 (April/Roxanne)

- **ACTION ITEM: April will create a visual decision tree version of the New Policy (due by August Board Retreat).**
- **ACTION ITEM: Anna will share a copy of the email with Rinny.**

Adjourned at 5:41pm

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