

MINUTES

Public Library Division Board Meeting

July 27, 2012

Tualatin Public Library

1. Call to Order & Review of the Agenda: The meeting came to order at 10:25. In attendance were Su Liudahl, Karen Muller (formerly Mejdrich), Dan White, Colleen Winters, Pam North, Mo Cole, chair Ted Smith, OLA President Abigail Elder, OLA Parliamentarian Buzzy Nielsen, and Darci Hanning, Oregon State Library. Jane Tucker was absent. There were no changes to the agenda.
2. Welcome Darci Hanning, Oregon State Library: Darci was introduced to the Board as a representative for State Librarian MaryKay Dahlgreen.
3. Minutes of May 25, Meeting: Su moved, and Colleen seconded, a motion to approve the minutes as presented, which was unanimously approved.
4. Review of OLA Board meeting minutes, held June 8: Ted shared the draft minutes with the Board in case they had comments for the next OLA Board meeting. Dan thought it was very interesting that there were comments about the banquet speaker, who was Steven Abrams. The PLD Board was split on this event providing entertainment or library topics for the presentation guest. They are wondering if we will have a banquet next year at the joint conference with WLA but the schedule outline is not yet available.
5. Election Update – voting closes August 9.
6. Standards – Next or First Steps
 - a. Our Proposal: This conversation picked up where we left off at the last meeting, at which time we discussed contacting and involving the State Library in our plans to create a committee with statewide representation to discuss the future of the standards, which PLD is charged with reviewing and revising. We would like the State Library's backing on our process as well as potentially garnering some financial assistance to support travel to and from committee meetings. Between meetings, Ted contacted the State Librarian and received an encouraging response to the project. Darci came to this meeting as a representative of the State Library with full knowledge of the conversations had at the State Library on this topic. Darci said that the State Library supports our plan and is excited for this kind of broad review. The State Library itself does not have a budget line for this kind of expenditure nor can it support this work with a lot of staff time, but it can help with logistics and it supports PLD submitting a grant proposal to LSTA.

Ted thought that PLD could contribute a portion of its funds to support scholarships for travel for committee work. Currently, PLD has \$10677. Board members agreed that approximately half of that, or \$5000, would be a reasonable amount to commit to this project. When we apply for the grant, which is due on September 1, this commitment will show LSTA that PLD has a commitment to the project as well.

Darci suggested that PLD include the following information in the grant proposal:

- number of librarians involved
- funding needed for travel
- funding needed for work substitutions
- funding needed for meals
- number of meetings for project-how many face-to-face, how many virtual
- outline of process

Darci suggested that similar, successful proposals to look at would be the one for Vision 2020 and the one for the HOLA Project.

Ted also wondered if a contribution from OLA would be helpful in acquiring the LSTA grant. Abigail said a proposal should be submitted no later than August 26. This is a meeting Ted will be at and **he will prepare this proposal (to do)**. We agreed to request \$1000, but understand we may not get the entire amount. Abigail let us know that there is not a lot of wiggle room in the budget and OLA is heading into a year with a joint conference, which usually brings in less money to the organization than the regular conference. Abigail also offered that there might be in-kind assistance that OLA can provide, such as Go to Meeting software or a pre-conference.

PLD decided that there should be about 6 meetings over the next year, or approximately one every other month. Committee members will be given assignments to do in between meetings. Two to three of the meetings will be face-to-face; the remainder will be virtual using Go to Meeting. All of the PLD Board should attend the meetings. They should not expect assistance in getting to these extra meetings as these should be considered as part of their work as PLD Board members. By the time of the joint conference, the work should have progressed enough to provide an update to the entire membership, with the concept of getting input from the entire membership during the conference. It might be a good idea to have a conference session on the topic in order to provide information to those interested. Also PLD will want to post minutes from all of the meetings to the website and to Libs-OR. Because the entire PLD Board will attend, we will not need more representation from the Portland area. Further, in order to keep the group manageable, the entire group should not get larger than 20 people. Therefore, we need another 12 people with representation in these areas:

- diverse geographic areas: south, east, coast, Valley
- diverse types of organizational and funding arrangements: county, city, county service district, special district, cooperative, etc.

-rural and urban

This will assure the broadest basis for input needed for buy-in from around the state.

**Buzzy and Darci will work on coming up with specific candidates to invite.
(to do)**

Possible candidates for inclusion on committee:

Lynn Craig, Libraries of Eastern Oregon

Denine Rautenstrauch, Enterprise Public Library

Perry Stokes, Baker City Public Library

Sami Pierson, Coos Bay

Amy Hutchinson, Lake County

Amy Blossom, Ashland

Kevin Barclay, Deschutes (he may be a new board member)

It is expected that the committee work will start as a big group of all 20 people. This may break down into areas for smaller group work once we get going, but this initial framing will have a large impact on the course we take. The work will start at the State Library. We tentatively decided on a date for the first meeting: October 19. **Darci will check on room availability for us (to do).**

The other area in which the State Library can help is to send out invitations to candidates. PLD should draft the letter, then the State Library will send this request out on letterhead. It was decided that we should also send out a global invite in order to connect with people who are interested who we don't know about. **(to do: draft both of these letters)** These letters should state PLD Board expectations and can frame this as an opportunity to shape library standards for Oregon. Also a statement about other opportunities for input on the topic should be included.

Ted further suggested that the State Library can contribute to the support of the standards by 'accrediting' libraries which achieve certain levels. Darci said that they do not have the capacity to oversee an accrediting program themselves. However, if PLD would administer the program, OSL might be able to send certificates or some other recognition. This suggestion would have to be approved by OSL, but is an option of how OSL could participate. Ted also suggested that OSL could write a position statement on the standards in order to strengthen them. First, however, a discussion with the State Librarian will need to take place to ensure that there is agreement about the concept of accreditation.

The next step is to get back to our overview of what other states are doing about standards. Our specific questions are:

-what is the organizational entity with oversight of the standards in that state

-what are their standards

-is there any connection to accreditation and/or funding

Colorado has already collected a lot of information in this area. Su and Ted also already have pulled together a lot of information. **Su will send the link to the Colorado spreadsheet to the Board (to do). Darci volunteered to contact a friend of hers at the Colorado State Library to try to find out if this list is up-to-date (to do).**

Once we learn what the status of the Colorado work is, we can fill in the gaps. We want to ensure that we have good contacts at each state so that any one interest area (i.e. space and facilities standard) can get in touch with someone in any particular state.

Abigail also volunteered that OLA can get in touch with each of the state chapters to ask these questions as well (Ted, to do).

Ted learned that people working in strategic planning have done some work in this area that could inform our study. Ruth Metz and Associates is the group he has heard about; specifically, they have an associate who is looking at the technology aspects. **He will get that person's name to us (Ted, to do).** Although this group might be able to shed some light on our work, we don't have the money for this at the moment, although it is an idea to tuck away.

Darci also offered that they can easily contact all the other State Librarians in the country through the COSLA list-serve and that she would be happy to send out an inquiry about what other states do about standards (to do)

Pam reported that she contacted Perri Perise of Emporia State University with the same result at Mo got last spring-having the students help us collect information about standards from each state does not really fit with the classes and work they have for students right now. Darci suggested contacting the i school at UW, but we are going to wait until we get further information from our state libraries and state chapters contacts.

Mo agreed to sketch out the skeleton of a grant proposal to LSTA (to do now, due 9/1)

Su, Pam, Colleen, and Karen have previously been tasked with preparing the letters for the State Library; they will work on that directly (to do, can go out very soon as we will proceed whether we get grant or not-but how should that be phrased in letter?)

Ted will prepare the request to OLA (by 8/26)as well as prepare an email for Hannah Rempel to send to state chapters (to do)

Once we know what we need to do to learn about other states, we will split up responsibilities and Su will create and maintain spreadsheet (to do)

7. OLA-WLA requests for programs/proposals:

Session proposals for the joint OLA/WLA annual conference are due at the end of September, which means that work on them needs to start now.

-Buzzy has a proposal for how to write good library policies. PLD is probably the appropriate sponsor. Washington is on board but he needs to add a party who is from an organization that has overarching policies, such as a city library. Reita Fackerell of Seaside Public Library was suggested because of interesting recent experience she has had with the City of Seaside and policy development. Also suggested was a city attorney viewpoint. **Buzzy is in charge of writing this proposal (to do)**

-The Board definitely thought that a session about the standards was appropriate. **Pam will be in charge of writing this proposal (to do).**

-Mo and Darci agreed to write up a proposal for a program on the differences and similarities between state libraries. This is based on what we have learned in our pursuit of learning more about standards across the country. Darci said that this would be a great program for Library Development to co-present. **She will ask the Colorado State Library connection if they would like to come out. Also OSL can connect with the Washington State Library. Ted has a connection to the Nebraska State Librarian and will ask that person to join us. (to dos)**

-see Sex offenders session below

-possible session on mandatory reporting? See below

8. Sex Offenders in our libraries: Ted described a recent offense by a sex offender during which he was caught in the act by a library staff person who ended up chasing him out of the building and down the street, where he was stopped and detained by library patrons. We had a long discussion about how to deal with and what our responsibility is to protect the privacy of sexual offenders, especially those who are known to have committed sexual crimes in libraries, and the rights of patrons to be safe at libraries. Because it was clear that we had many questions about how to deal with and share or not share information of this nature, we decided to create a session proposal on this topic. **Colleen is in charge of writing the proposal (to do).** We suggested that she get in touch with Cindy Gibbon and John Cabrera of Multnomah County Libraries, who we think likely have well developed policies in this area, in addition to law enforcement and legal counsel, probably from a district attorney's office. Possible title: Sexual Offenders and Such: dealing with aberrant behaviors in the library.

The new rules on mandatory reporting were also mentioned and **Mo agreed to a) see if League of Oregon Cities had some training they might offer at the conference and b) if Washington has a similar law (to do)**

9. Next Meeting: The next meeting of the PLD Board will be at Salem Public Library on September 7 at 10:00 a.m. **Su will call them to make the room reservation (to do)**

10. Adjournment: this was Colleen Winters last meeting. She has been involved in PLD for a long time and has done an outstanding job. We all thanked her for her contribution to PLD and reminded her that she is still doing work for PLD because of her assignment to work on a conference proposal. Not so fast, Colleen-we'll be talking to you!

We adjourned at 12:30 p.m.