

**PLD Meeting**  
**March 18, 2016**  
**Woodburn Public Library, 10:30-1:30**

Present: Kevin Barclay, Mo Cole, Lorie Vik, Hillary Ostlund, Jane Tucker, Krist Obrist (via GTM)  
Absent: Karen Muller, Kirsten Brodbeck-Kenney

**Minutes**

Mo moved to approve the minutes of the Jan. 20 meeting. Kevin seconded. Motion passed.

**OLA Conference**

PLD dinner – The meal is set and can accommodate various dietary needs. Vailey has been given some direction on speaking and is set up with hotel, etc. Kevin will find out if Sari will be at the PLD banquet. So far 61 are registered. Dinner starts at 6:00. Let's be there at 5:30. Will want a reserved table for the speaker. Free raffle prizes – Kevin and Mo have contributions. Jane will get beads for decoration.

Preconference – Kevin working with speakers on travel arrangements. We have 14 registered. Kevin will do more promotion via Libs-Or.

Business meeting – We have a room at McMenamins which seats 20. We'll buy appetizers in advance and have them on the table. Kevin will draft an agenda and send it out with the announcement about the meeting. It will include talking about PLD board responsibilities based on what we've been discussing. Let's also ask attendees what they want PLD to work on.

Sessions – 1. Embedded professionals in the library (Friday 11-12) 2. Using the EDGE toolkit to present your story (Thursday 2-3). Hillary will cover #1 and Mo #2.

OLE Award – We reviewed nominations and voted on a recipient.

**PLD Board Assignments**

Do any positions match certain roles? Does the assignment follow a position or a person through their term? Going forward, they should be assigned each September.

Membership/volunteers - Krist  
SWAT - Hillary  
Director's meeting/Training – Karen  
OLA Conference – Kevin  
Clearinghouse – Lorie  
Standards – Mo

**Standards**

Jane's colleague, Amy, is half-way done editing for parallel language and voice. Discussion about what to do with the standards now that the revisions are done. We were hoping to work with the state and also try to create something with some teeth. We could do training sessions to show libraries how to use them, perhaps at the directors meeting. Jane has had success with her board. What if we bring MaryKay and Darcy back into the conversation? Standards

and the EDGE go together. Mo will invite them to the business meeting at OLA.

Discussion about how other city departments get funded based on state standards and how we could use these for the same reason. Fire, police, dispatch get a lot of exposure at council meetings, especially when they get awards based on meeting standards. Library examples include making sure all libraries have at least one MLS on staff. LSTA money is also tied to standards. We had certain goals when we started and didn't want to tie people's hands. We discussed the square footage recommendation and formula and how it depends on demographics and income, not just population number.

### **Directors Meeting/Training**

Additional training options were discussed. Harwood trainers or those who attended the training in Bend could come and facilitate breakout sessions. PLD board would have to volunteer as scribes for each break out session. Two hours? We couldn't handle much more than 15 per breakout session. This could be just part of the day, or it could be an extra day. Keep in mind, Harwood works best when people are from different backgrounds and settings.

### **PLD Board Terms**

Chair

Past Chair

Vice-chair/Chair-elect

Secretary (one year term)

Director at large position #1 Jane (2014-16)

Director at large position #2 Krist (2014-16)

Director at large position #3 Hillary (2015-17)

Director at large position #4 Kirsten (2015-17)

Krist, Jane, Mo and Lorie roll off.

Karen and Kevin will attend the OLA retreat this summer.

Election is in May: Vice-chair/Chair-elect, Secretary, Positions #1 and #2

### **Elections**

When we send the call for nominations, we will outline expectations in order to recruit people who are committed and have the means to accept an assignment. We'll ask the candidates to make a statement as to what expertise they have and why they are good for this position at this time in their life. In the past we've just asked for a bio, but PLD has grown over the years and the positions require time commitment to one of the areas of responsibility. We'll be clear about how often we meet and when. We should capture those who don't get elected into volunteering for PLD.

### **Meetings**

May meeting will be in Lincoln City hosted by Kirsten.

### **Assignments**

Kevin

- See if Sari is coming to the dinner. If yes, make sure she is signed up for a meal.
- Create outline for PLD dinner (introductions, thanks, speaker intro, OLE award)
- Draft business meeting agenda and attach it to email (board responsibilities, elections,

what do members want PLD to do?)

- Send Libs-Or to promote our preconference, dinner and business meeting
- Send our business meeting info to the conference committee to include on the schedule.
- Draft questionnaire for those running for an elected office (bio and statement of commitment)

Jane

- Purchase beads and have them sent them to Hillary to take to the conference.

Mo

- Invite MaryKay and Darcy to the OLA business meeting.
- Order OLE plaque
- Write up OLE plaque how-to. Will store in Google Drive (our institutional knowledge repository)

Lorie

- Put info about the areas of responsibility on the website (when they are drafted)
- Change setting on Google Drive standards so it's indexed.

Hillary

- Check with Karen about Brenda (SWAT)

Everyone

- Provide Lorie with description of area of responsibility for posting on web. Could include goals and duties.
- Register for pre-conference if you haven't yet.