

**PLD Board Meeting
Driftwood Public Library
Friday, November 16, 2018
10:00 – 1:00**

Present: Kirsten Brodbeck-Kenney, Sarah Strahl, Marianne Coalson

Virtual: Jerianne Thompson, Mark Richardson, Margaret Alexander, Erin Wells, Darci Hanning, Jimmy Pearson, Barbara Fischer – Waldport

Updates and Reports

State Library Update – Darci Hanning

- State Librarian position is open. Deadline for applications is December 16. Governor's Office is working with a recruitment firm who is familiar with recruiting high level library directors. Applications will be reviewed and candidates selected.
- LSTA Grants – application deadline is moving up to help with the end of the process of selecting applicants. Initial applications are due Friday, December 7 if you want them reviewed by State Library staff and LSTA council members. Final deadline is February 1. This will provide new grantees the opportunity to get grant management training from Ross before July 1st before the contracts start. Strongly encourage applicants to send in draft applications for State Library staff to review.
- Ready to Read grant reports are due December 1.
- State statistical reports - question about service population calculation changes as some libraries have seen large drops. Contact Ross Fuqua with questions.

OLA - Jerianne

- Esther Moberg is creating a taskforce for a new visioning effort for OLA, Vision 2030 (will update current Vision 2020). Also putting together a cores value committee. If you are interested in volunteering on either one of these, please contact Esther.
- There will not be a national legislative day in 2019 since national ALA conference is being held in Washington D.C.
- OLA Legislative Day – call went out on listservs seeking book donations for children's book giveaway. If you have books you want to donate (especially ORCA or Beverly Cleary Children's Choice Award winners), the state library is collecting these or you can contact Kate Lasky as well.
- Updated draft for public library bill concept went out via email on November 15. This is the legislation that is being proposed to update the definition of what a public library is, will tie in to minimum standards that are part of the public library standards that just got passed by PLD. The one thing that did get added was under section 3, 2b (take into account the library's service population) as part of conditions when the State Library Board establishes minimum conditions. This was added to address concerns from very small libraries that might have difficulty meeting the number of minimum number of hours or minimum number of FTE. We will monitor this process as it goes forward. Once the State Library gets to the point of developing the administrative rules that set out the

criteria, we'll make sure the standards match the administrative rules. They are still shopping this for a legislator to sponsor and introduce as a bill.

OLA 2019 Conference

- Program selection committee just met to review the program proposals earlier this week. There were 153 proposals submitted, only space for 70 or so. There was talk about combining similar proposals, doing some thunder/lightning talk sessions and doing some super sessions for more complex topics. PLD sponsored 6 or 7 programs. There were approximately 17 pre-conference proposals submitted, which haven't been reviewed yet. Around the week of Thanksgiving, people will be notified if their program proposal needs to be changed or if their proposal was accepted.
- No PLD banquet dinner this year since this is a joint conference. We will do the Pearl Award at the conference.
- We could do something for PLD members in conjunction with the business meeting.
- Pearl Award – past two years we've opened nominations around end of January and run them through February with internal voting in March. Everyone agreed this timeline worked, so we'll plan on the same for 2019.

Fall Directors' Meeting Debrief

- Great feedback from Thomas Bruner workshop. Definite interest in more DEI trainings in the future. Kirsten and Jerianne have been interested in looking at implicit bias training for their staff.
- Catering was really good during directors' meeting.
- There was feedback that the room was a little crowded, but it's hard to find a venue large enough for the directors' meetings.

Spring Directors Meeting and Legislative Day

- Spring Directors Meeting – Monday, February 11, 2019
- Legislative Day – Tuesday, February 12, 2019
- Is there anything we can do to encourage participation in Legislative Day?
- Jerianne will send out a save the date for the directors meeting and remind them it coincides with Legislative Day.
- Topics we discussed for fall meeting that we can look at for spring meeting: DEI and implicit bias, leadership topics (development and planning for transitions, encouraging staff to take on leadership roles, etc.), funding structures, emotional labor and mental load.
- Jerianne will send out a survey of topics for directors to rank as part of the save the date email.
- Discussed getting someone to talk about how library directors can advocate for libraries to help with preparing for Legislative Day. Maybe Buzzy or Sara Charlton (Tillamook)? Can Amanda Dalton give us a quick update in preparation for Legislative Day the next day? Jerianne will follow up.

- What about combining emotional labor/mental load with advocating for your library and the changes you are going through in your library? Great conversation for other directors. How do we as managers help ourselves with emotional labor and help our staff?
- Other possible topics:
 - What can we do to prepare for the next leaders?
 - LIOLA – Leadership Institute of Oregon Library Association (Mark in current cohort)
 - Panel of non-library people (city managers, city council people, etc.) on what they need from libraries to make decisions. How to work together. Great for a future discussion.
 - Illinois State Library has a leadership program, called Synergy.
- Catering for Spring Directors Meeting. Any volunteers to coordinate? Little Lois Café worked very well last spring. Kirsten will coordinate and set up. Jimmy will help Kirsten with logistics.

Public Library Standards - Next Steps

- Vote passed!!
- What comes next?
- Vice Chair and Past Chair of PLD are on Standards for continuity. Darci will send list of committee members that want to remain on committee to Jerianne.
- Unresolved items – parking lot items on google document. Need to come up with review schedule. Darci will send out parking lot document to the group.
- Ideas for moving forward
 - Need to review the feedback they've received already.
 - Still questions about minimum standards and how stringent they are. Depends on legislation and administrative role.
 - Esther is reaching out to smaller libraires as well to get their feedback.
 - Erin and Kirsten – will coordinate moving forward on next steps.

PLD Projects for 2018-2019

- Project Outcome – should we be spending time on this as part of our work, based on survey results?
 - Darci – not one Oregon public library clicked through any of the PLA emails. What makes people pay attention are emails from their peers with a success story or should we use the same content PLA is sharing?
 - Jerianne will work with Darci on putting together a team of individuals who send out emails similar to the intellectual freedom committee emails. We'll give it 6-9 months and then do the survey again that Jerianne shared.
 - Darci mentioned there is a lot of staff turnover in libraries at all levels, not just directors, so not everyone is familiar with Edge or Project Outcome.

- SWAT
 - Jimmy is still interested in pursuing this. Discussed sending a form out for libraries to fill out on what they need help on – they choose a topic and it gets sent to whoever is willing to manage that topic/start with helping. How do we get started?
 - Do we put together a list of those topics and then recruit those expert volunteers around the state? Facilities, Technology, Weeding, Teens, etc. Should OLA be leading the charge? Or do we start with a small scope? Capital projects, building facilities, policies – public director oriented items.
 - Darci mentioned new directors get a welcome packet from the State Library. They are looking at 1) revamping the welcome packet and making it more structured with a timeline (1st thing to do during first week on the job, first month, etc.) 2) new public library director boot camp – new to Oregon or new to being a public library director or both. Darci has some resources from other state libraries to look at. She will have more information to report at our January meeting. Also hearing about the need for library advisory board training. Jimmy mentioned it would be helpful to include a list of who is nearby that can be a resource for new directors. Include a letter from Jerianne/PLD Board Chair in welcome packet.
 - Jimmy will wait to see information from Darci on welcome packet before taking on next steps/gathering feedback from directors. Jimmy will talk to Esther in terms of OLA involvement.
 - Darci can pass on list of new library directors to PLD Board Chair for follow-up and welcome them. Darci will send list to Jerianne by the end of the month.
 - Jimmy – can we come up with a survival kit? Or call the welcome kit this? Jimmy would be happy to take the lead on this.
 - What can PLD help with?
 - Logistics of planning an event that would be multiple days
 - Need input on content, who would be good to talk to group about particular topics, etc.

- Other Ideas
 - From Project Outcome survey
 - DEI feedback – wait to see what OLA/WLA conference sessions look like to see if there's a need for a training later in the year.
 - Helping more libraries embrace and achieve the PLD Standards
 - State Library has asked directors to reply to a survey based on old standards. Results will help state plan and prioritize the work they do to support libraries around the state. Will have an update at our next meeting.

- Spring Directors Meeting – how to integrate the Standards into your strategic plans. Jerianne will include on agenda for spring directors meeting.
- Clearinghouse of library policies – waiting to see what OLA comes up with for NW Central . We could include this as part of SWAT.

- Discussion on PLD hosting quarterly webinars for adult programming, DEI and other topics based on feedback from Jerianne's PO survey.

Meeting Schedule

- January 18, 2019 - Virtual
- March 15, 2019 – Eugene Public Library (Margaret will confirm)
- May 17, 2019 – maybe one of the libraries opening in southern Oregon/Douglas County – Drain? (Jerianne will follow-up)
- July 12, 2019 - Cedar Mill Library
- September 13, 2019 – Milton-Freewater

Meeting adjourned at 11:46am.

Next meeting: January 18, Virtual meeting

Task Review

Spring Directors Meeting and Legislative Day

- Jerianne
 - Send out a save the date email, including survey of topics to rank.
 - Look into getting someone to talk at directors meeting about advocating for libraries (Buzzy, Sara or Amanda Dalton).
- Kirsten
 - Coordinate catering for spring directors meeting.

Public Library Standards

- Darci
 - Send list of committee members who want to remain on committee to Jerianne.
 - Send out unresolved parking lot items (google document) to group.
- Erin & Kirsten
 - Coordinate moving forward on next steps for Standards committee.

PLD Projects for 2018-2019

- **Project Outcome**
 - Jerianne & Darci – work on putting together a team of individuals who send out emails similar to the intellectual freedom committee emails.
- **SWAT**
 - Darci
 - Send list of new library directors to Jerianne.

- Provide more information at January 11 PLD meeting on new library director welcome packet and what other state libraries include in their packets.
- Jimmy – after reviewing information from Darci in January, look at next steps/gathering feedback from directors, including talking to Esther about OLA involvement.

Meeting Schedule

- Margaret - confirm March 15 meeting
- Jerianne - check with Douglas County libraries to see if they are interested in hosting May 17 meeting.