Staff Training Round Table

Meeting Title: STRT Business Meeting

Meeting Date/Time: November 12, 2020; 11am-12noon

Attendees: Holly Freewynn, Rebecca Gabert, Darci Hanning, Blake Kincaid, Roberta Richards, Laural Winter

Discussion Topics:
- **OLA Program Proposal**:
  - o The decisions about which proposals are approved should be made by November 16th.
  - o Roberta has not found an academic librarian to be part of this program. Most EDI training for academic libraries is developed by the college/university – not by the library staff. Amy is checking with an acquaintance at Reed.
  - o If the STRT proposal is not approved, the STRT could create a training resource guide as an alternative.
  - o The OLA EDI Anti-Racism Special Committee is also working on a toolkit. The first draft of the toolkit will be completed by the end of November.
  - o STRT could share information on implementing this toolkit and making the training stick.

- **Content Sessions:**
  - o During the October STRT meeting, the decision was made to hold a content session about "Safety Issues Related to Re-opening Libraries". However, libraries may start cutting back on services and closing again so that topic might not be the best choice.
  - o Further discussion during today's meeting led to the following plan:
    - ▪ Session Date/Time: December 8th, 2-2:45pm
    - ▪ Session Title: Practical Training Resources For Your Staff
    - ▪ Session Outline:
      1. Quick Introduction – who will do this?
      2. Overview of the State Library's Continuing Education Resources – Blake

3. Overview of State Library's Niche Academy – Darci
4. Lightning Talks about Favorite Resources – Everyone
5. Time for attendees to share their favorite training resources – either live or through a shared Google Doc

- o Blake pointed out that "in the time of COVID", we have to be very fast to develop and implement new training, so doing things on short notice is a topic of sorts.
- o Holly might give a lightning talk on the Spanish tutorial in Niche Academy from Infopeople - http://my.nicheacademy.com/infopeople
- o Rebecca recommended that we also include resources for trainers like Training Magazine Network and InSync Training
- o Roberta will start a Google Doc to further develop this plan; anyone who wants to give a lightning talk should add their name and resource to this document to avoid duplication
- o Rebecca will learn how to create a Zoom appointment for this session using OLA's account
- o Darci recommends that we publicize this opportunity immediately; information can be shared through the STRT email list, the OLA Hotline, and Libs-OR

- **Feedback About STRT:**
  - o No one attended the drop-in sessions
  - o Seven people completed the survey; all are from public libraries and 2 are STRT members
  - o The link for the survey results is - https://docs.google.com/document/d/1_O6rMCkGCmYm9ZTr_b12fVWfLFer4XP6mDlG2cVtQWs/edit?usp=sharing
  - o Blake noticed that one theme is how to "organize or plan or prioritize" training; instead of having a presentation on a specific training topic, we could present information on how to organize training using limited time and resources
  - o A related topic would be "tips and tricks" or "best practices" for implementing a training plan in a library/system that does not have specialized training staff. The plan could include how to track required training, scheduling, using limited time, and organizing training materials in one place.
  - o Other potential topics from the feedback include onboarding and training effectiveness
  - o Several responders said that an email newsletter would be useful for sharing resources with STRT members
  - o Holly will organize the responses and we will discuss them further at the next meeting

Action Items:
Holly
- Sort/summarize STRT Feedback Survey results

Rebecca
- Post notes from the October meeting to the STRT webpage
- Generate Zoom link for content session on December 8th

Roberta
- Create the Google Doc for the content session

Everyone
- Consider a training resource to share during the lightning talks section of the content session

Upcoming Meetings/Events:
- December 3rd at 11am – Darci will miss this meeting, so she asks that this meeting be recorded

- December 8th at 2pm – **Practical Training Resources For Your Staff**