



## Oregon Library Association Executive Board Meeting

August 18, 2023, 10:00 a.m. - 3:00 p.m.

Location: Hybrid meeting on Zoom (OLA 3) and at  
Driftwood Public Library, 801 SW Hwy 101 Ste 201, Lincoln City, OR 97367

Minutes approved October 20, 2023

### Present:

Star Khan (OLA President, Outgoing), Brittany Young (OLA VP, Incoming President), Arlene Weible (OLA Past President, Outgoing), Ericka Brunson-Rochette (OLA VP/Pres. Elect, Incoming; EDIA Committee Chair, Outgoing), Shirley Roberts (OLA Association Manager), Stuart Levy (OLA Treasurer), Adrienne Doman Calkins (OLA Secretary, Outgoing), Buzzy Neilson (OLA Parliamentarian), Tara Morissette (CSD Co-chair, Outgoing), Carly Lamphere (ACRL OR Pres., Incoming), Kirsten Brodbeck-Kenney (ALA rep), Liisa Sjoblom (Conference Chair, Outgoing), Roxanne Renteria (EDIA Co-chair, Incoming; OLA Secretary, Incoming), LaRee Dominguez (EDIA Co-chair, Incoming), Haley Lagasse (PLD Chair, Outgoing), Rinny Lakin (SSD Chair)

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

### Welcome & Icebreaker (Star Khan)

- Our [community agreement](#) during our meetings.
- Icebreaker: Who inspired me?

### Treasurer's Report (Stuart Levy)

- [Reports](#) as of July 31, 2023 (one month before end of our fiscal year (FY))
- See detailed financials on the OLA [website](#). (Login required).
- **Balance Sheet (September 1, 2022 - July 31, 2023)**
  - [Checking](#): \$126,282.09
  - [Total assets](#): \$1,048,420.00
- **Profits and Losses (September 1, 2022 - July 31, 2023):**
  - a. [Dues income](#): \$55,007.25 which is a 6.6% decrease from this time last year (i.e. we are down \$3,871.50 in dues income compared to this time last year). We have budgeted \$60,000 and we likely won't meet it.
  - b. [Total income](#): \$235,927.48 (\$71,922.68 regular, \$164,004.80 conference)  
The non-conference income is down 17.2% from this time last year (i.e. we are down \$15,097.75 in non-conference income compared to this time last year). This includes the \$4700 distribution we took from our investments.  
The drop in income is mostly due to less dues income and a smaller investment

distribution (we had over \$12,750 last year). We have budgeted \$258,622.00 for total income and we likely won't meet it.

c. Total expenses: \$206,988.36 (\$100,973.33 non-conference)

The non-conference expenses are a 21.6% increase from this time last year (i.e. we have spent \$17,912.94 more than we did last year at this time).

Highlights: \$1800 for VP travel for legislative day, \$2600 for the retreat, \$1230 for technology/equipment, an increase of over \$4300 in merchant fees, an increase of over \$2000 in legislative advocacy, an increase of over \$9200 in education/awareness advocacy. We have budgeted \$258,622.00 for total expenses for the 2022-23 fiscal year, and we likely won't meet it.

d. Net income: \$28,939.12 which is a 68,541.2% increase from this time last year (i.e. we are up \$28,896.96 in net income compared to this time last year).

We have budgeted \$0 for net income for the 2022-23 fiscal year, so we are OK even with our decrease in income and our increase in expenses.

**Investments Update (September 1, 2022 - July 31, 2023):**

a. Connected Wealth Solutions (short to medium term investments)

- OLA General Account: an increase of \$8,794.87 since September 1, 2022.  
Account value: \$154,600.43 and Original Investment: \$100,000.

- OASL General Account: an increase of \$8,341.67 since September 1, 2022.

Account Value: \$163,512.81 and Original Investment: \$125,000.

b. Donivan Wealth Management (long term investments)

- OLA Reserve: an increase of \$22,571.68 since September 1, 2022.  
(increase includes the removal of \$4700 for our distribution)  
Account value: \$347,225.72 and Original Investment: \$233,916.80

- Hull Endowment: an increase of \$11,553.79 since September 1, 2022  
Account value: \$146,324.78 and Original Investment: \$155,000.

- Hull Earnings: a decrease of \$854.62 since September 1, 2022  
(decrease includes annual \$3000 transfer to OASL checking)  
Account value: \$83,846.97 and Original Investment: \$25,351.85

**Association Report (Shirley Roberts)**

- Working closely with various units for activities to provide support: SSD Conference, LIOLA leadership in-person institute, LIOLA has virtual meetings coming up, worked on OLA Retreat, elections and ballots for units, OBOB application is going up September 1.
- Payments and deposits continue.
- Question for the board, should we identify when profits are handled differently?
  - Net profit would normally go into short term investments as a transfer.  
However, LIOLA expenses are up, participation was down, consultant fees were up. We said as a board that we need to invest in our own programming such as EDI efforts and OLAQ. Should we develop enterprise fund lines and a separate line item for OLA programming? Or put money directly into LIOLA enterprise fund line and EDIA fund line? We do have a fund line for OLAQ. We can roll it

- forward to investments, or work on changing our practice.
  - Discussion– values aligning with budgets, LIOLA would not have funds for a facilitator next year because this year has been so expensive.
  - Shirley–Haven't had big net profits in a while, but would like us to reconsider. Would free us up to not rely on grant funds only. Recommend close out August 31, 2023, end of FY, and see what the exact net profits are.
  - All present support the proposal.
  - **ACTION ITEM FOR SHIRLEY**– At the October meeting, make recommendations for how to allocate net profits to different line items.
- 2024 OLA Board Retreat –
  - Shirley proposed we combine the 2024 retreat with the August business meeting. Change to a Thursday (retreat) and Friday (board meeting). All appropriate venues now require 2 night minimums. Transition board meetings are typically at the incoming president's library location, which would be in Bend.
  - Discussion of venues, meeting spaces, and cost savings with this proposal. Will still include a virtual option.
  - General support for trying this combination in 2024.
- Conference App (Whova) consideration for 2024
  - This hasn't required board approval in the past. Conference committee meeting is coming up on Monday. We used the Whova app in 2021. Asked for a quote on a reduced package, no online exhibitors and sponsors. Speakers can access their own session to upload material, put up their own pictures (Sonja and Shirley did all of that manually last year). Whova contract for 2 years (2024 & 2025), price would be \$2949 per event (one event per year). Any concerns?
  - This would only be for the OLA Conference. No other events covered. No SSD conference next year. OASL uses their own app. In the future, SSD might look at Sched. Less expensive, smaller package.
  - This quote is \$600 more than last year's expense for a conference app. Keep in mind Sonja and Shirley put in a lot of manual work. Personify app prices are going up significantly.
  - No concerns from the board.
- 2025 Conference Site Report / Consideration
  - Formal RFPs were due at the end of July. All four venues contacted responded. Shirley reviewed prices, spaces, food service, exhibitor space, lodging, parking, Wi-Fi, AV services, etc., for each Hillsboro, OSU, Lane County, and Seaside. Note that Seaside dates for 2027 only are open due to a cancellation.
  - Does the board want to give Shirley direction for the following plan: Eugene for 2025, Hillsboro for 2026, Seaside for 2027.
  - Discussion and agreement to support the proposal.
  - **ACTION ITEM FOR SHIRLEY**–Book the above venues and work with the Conference Committee for further planning.

#### **Agenda changes/minutes (Star Khan)**

- No quorum at start of meeting; moved this agenda item until a quorum was present.
- Minutes from June 16, 2023, approved.

- [Agenda updated](#)

### 23-24 OLA Draft Budget (Shirley)

- Review of [draft budget](#)
- ACTION ITEMS FOR SHIRLEY—([All recommendations noted in budget draft.](#))
  - Increase VP ALA travel.
  - Discussion of other travel and meeting attendance expenses.
  - Increase board training for cultural humility.
  - Decrease retreat expenses.
  - Remove webinar annual fee.
  - Quickbooks installation underway.
  - Consultant fees—may also be low.
  - OLAQ—left at 2 issues/year. If we look at distributing net profits from this year, we could bolster that line item for more issues per year.
    - ACTION ITEM FOR ARLENE—talk to OLAQ editor, Melissa, about the number of issues per year.
- ACTION ITEMS FOR EVERYONE—go over budget and prepare comments. Units—submit your requests for funds.

Lunch

### State Librarian Report (Buzzy Neilson on behalf of Wendy Cornelisen)

- See the [State Librarian Board Report for August, 2023.](#)
- Hiring librarian for Talking Book & Braille Library.
- Beginning process for filling the new EDI consultant, starts in January.
- The State Library Board approved our strategic plan for 2023-2026. Will be shared.

### Social Media Policy (Buzzy)

- Hasn't gone to the units yet. Would like to do that before a vote.
- [Merged the two versions](#) we looked at last time from IFC.
- Questions for the board:
  - Do we want each of the units to link to this policy on their pages? Yes.
  - Language on “organizing boycotts” may be a legal shield. ALA recommends. Discussion of pros, cons, precedents. Examples referenced: boycotting a publisher, ALA, World Library Association. ACTION ITEM: Buzzy will research more and seek alternate wording.
  - Not allowed “seeking personal financial gain” discussion. May be enough to leave as no “commercial solicitations”. ACTION ITEM: Buzzy will research and add examples.
- Otherwise general support.

### Intellectual Freedom Report (Star Khan on behalf of Emily O'Neal)

- Question for the board: does the board want to adopt the following statement and [meme](#):
  - The Oregon Library Association adheres to the guiding principles of the American Library Association's [Code of Ethics](#) and [Library Bill of Rights](#). As such, we fully support the First Amendment rights of every individual to the intellectual

freedoms to explore ideas, opinions, concepts, topics, and thoughts. Not every library resource is right for every patron, but the rights of every patron to make their own personal choices should be honored. We support the right of parents and guardians to guide their child's reading and viewing choices, but that right does not extend to removing choices for others. The work of libraries and librarians is to serve everyone in their community and provide resources that are reflective of the world around us.

- Discussion. Yes, the board supports the statement. Units can opt into using it on their pages.

#### **Legislative Committee** (Brittany Young on behalf of Jeremy Skinner)

- Jeremy will continue as Chair. Looking for someone to help and mentor. Star and Brittany continue on the committee. Arlene supports from the sidelines. Ericka is coming on the committee.
- [Legislative Report](#)

#### **ALA Councilor report** (Kirsten Brodbeck-Kenney)

- Updates sent out on Libs-or.
- ALA resolution condemning discrimination against library workers and supporting LGBTQIA+ community. ALA is releasing a statement on wrongful terminations and people forced out of positions based on LGBTQIA+ status or as allies. Creating a task-force with broad representation from committees to address and track these issues, support, create and recommend resources. Report on findings expected at Annual 2024. Hoping in mid-winter there will be some updates.
- ALA resolution to reaffirm the right to read.
- Stephanie Chase recommends OLA make a similar statement as [DCLA in support of ALA](#).
- Discussion of [Montana State Library withdrawing from ALA](#).
- Discussion of making an OLA statement. The board supports issuing a similar statement in support of ALA.
- ACTION ITEM: Kirsten will draft a statement based on the DCLA statement.

#### **EDI Antiracism Committee** (Ericka Brunson-Rochette)

- Ericka is transitioning out as Chair. Roxanne Renteria and LaRee Dominguez stepping up as co-chairs. Selecting new committee members. Very excited for what this new team will do.
- New [podcast](#) will be up soon. It is with Dr. Littletree, an assistant professor at UW iSchool, about indigenous systems of knowledge.
- Presented a training for University of New Mexico's Health Science Library about the podcast and training resources created by the OLA EDIA Committee (previously a task force). They've been using the toolkit as a study guide. Thank you to OLA EDIA committee members for that conversation.
- From chat: Recommendation for an amazing podcast started a few years ago by two Black librarians called '[LibVoices](#)' that amplifies the voices of the BIPOC library profession. We have lots of overlapping guests and topics.

#### **Unit reports** (All)

- PLD (Haley)

- Presented [PLD Unit report](#)
- CSD (Tara)
  - Presented [CSD OLA REPORT August 2023](#) and [slide show of CSD accomplishments for 2022-23](#).
- Leadership (Liisa)
  - LIOLA retreat just happened. Format was excellent. Facilitation was a little challenging. A lot of lecture, less time for discussion. Leaders (mentors) didn't get to talk as much as expected. We do own the curriculum and can present it ourselves if we wanted.
  - 10 mentees
  - Initial survey will go out about content, facility. Silver Falls rooms have been improved. Meal service is not daily, had to go with special catering.
  - Did deplete the budget quite a bit. Would like to offer it at a lower cost, but without funding, won't be able to do that.
  - LIOLA Committee—need another 2-3 committee members, ideally from outside of the Portland area. **ACTION ITEM—Send recommendations for LIOLA committee members to Liisa.**
- SSD (Rinny)
  - Down to Chair, Treasurer, two members at large.
  - Canceled conference for 2024 and regrouping.
  - 2023 Conference went well, though with fewer attendees than expected. Recap of speakers and sessions.
  - Star and Board shared appreciation for SSD and Rinny's work and taking time to rest and regroup.
- [ACRL Update](#) (Carly Lamphere emailed)

### **Action Item Review/Next Meeting (Star/Adrienne)**

- Next Board meeting:
  - Review budget, including recommendations for allocating net profits.
  - Vote on social media policy.
  - Review OLA statement draft in support of ALA.
- Everyone:
  - Go over budget and prepare comments.
  - Units—submit your requests for funds.
  - Send recommendations for LIOLA committee members to Liisa.
- Shirley:
  - Prep recommendations for how to allocate net profits to different line items for the October meeting.
  - Book the conference venues for 2025, 2026, and 2027, and work with the Conference Committee for further planning.
  - Made edits to the budget as noted above and during meeting [in the budget draft](#).
- Kirsten: draft a statement based on the DCLA statement.
- Arlene: talk to OLAQ editor, Melissa, about the number of issues per year so as to

update the budget.

- Buzzy:
  - Research noted sections of social media policy regarding boycotting, financial gain, and commercial solicitations. Seek alternate wording.
  - Finalize social media policy and share with Units.
- Next meetings:
  - Drop in Friday, September 15, 10-11am. Topic: OLA budget.
  - Board meeting, October 20, 10-3pm, Lane County Law Library in Eugene and Zoom.

### **Passing of the gavel**

- Star presented the gavel, made out of the four Oregon woods, to incoming President, Brittany Young. Much gratitude expressed to Star by the board and congratulations to Brittany.

Adjourned at 2:33 p.m.

### 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