



BOARD MEETING AGENDA

July 23, 2020 • 1:00-3:00 pm • WLA online meeting room

Read in Advance of Meeting: April 2020 Board Meeting Minutes, Leadership Reports, Draft Reimbursement Policy, Draft Alki Reprint Policy, ScLD LIFT Proposal

Facilitator: Emily Keller & Brianna Hoffman

Notetaker: Hannah Streetman

TOPIC	LEAD	TIME
Call to order	Emily Keller	1:00
• Online meeting reminders	Brianna Hoffman	1:05
Approve minutes from January 2020 meeting (vote)	Emily	1:10
 New Business		
Leadership Reports: follow-up questions/updates	Emily, All	1:15
• Action Item: Reimbursement Policy	Finance Committee	1:20
• Action Item: Alki Reprint Policy	Alki Committee	1:30
• Action Item: LIFT Proposal	Hillary Marshall	1:40
2020 WLA Conference Update	Conference Committee	1:50
WLA Webinar Series	Brianna	1:55
2020 Strategic focus: EDI	Emily	2:05
WLA Elections and Awards	Brianna	2:15
Legislative Updates	Carolyn Logue	2:30
 Old/Ongoing Business and Updates		
ALA Councilor - ALA Updates	Steven Bailey	2:45
Member Needs Assessment	Emily	2:55
 Closing questions or comments	 Emily	 2:55
Meeting adjourns	Emily	3:00

<p>Future 2020 Board Meetings: October: Stay Tuned for Doodle Poll for New Date! (Due to conference moving online)</p> <p>2020 WLA Board, voting members: Emily Keller, President 2020 Danielle Miller, Vice-President/President Elect 2020 Rhonda Gould, Past President 2020 Ahniwa Ferrari, Director/ALD Rep 2019-20 Lisa Vos, Director/PLD Rep 2020-2021</p>	<p>Rebecca Wynkoop, Director/ScLD 2020-2021 Joe Olayvar, Director/SpLD Rep 2019-20 Joy Neal, Treasurer 2020 Steven Bailey, ALA Councilor 2019-21</p> <p>2020 WLA Board, non-voting: Brianna Hoffman, WLA Executive Director Kaitlyn Griffith, Student Rep 2020</p> <p>Advisory leaders: Jane López-Santillana, PNLA Rep 2020-2021 Kate Laughlin, WLA Strategic Advisor</p>
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BOARD MEETING MINUTES

July 23, 2020 • 1:00-3:00 pm • WLA online meeting room

Present Board: Emily Keller, Joy Neal, Danielle Miller, Steven Bailey, Ahniwa Ferrari, Joe Olayvar, Rebecca Wynkoop, Lisa Vos, Kaitlyn Griffith

Present Section, Division & Committee leadership: Suzanne Carlson-Prandini, Amy Thielen, JoLyn Reisdorf, Beth Bermani, Angi Anderson, Greg Bem, Nic Figley, Hillary Marshall, Mark Pond, Judy Pitchford

Present Staff & Advisory Positions: Brianna Hoffman, Kate Laughlin, Jane López-Santillana, Hannah Streetman, Carolyn Logue

Notetaker: Hannah Streetman

Meeting called to order 1:02 pm.

Approve minutes from April 2020 meeting (vote)

- Lisa moved to approve the April 2020 minutes. Joe seconded. Minutes approved.

Leadership Reports: follow-up questions/updates

- Ahniwa updated the board on the ACRL-WA merge. Reed talked with Judy Andrews on the phone and sent the MOU, and now we're waiting to hear back. Next, the ACRL-WA Board will vote.
- No other updates about leadership reports.

Action Item: Reimbursement Policy

- The Finance Committee has spent several months working on member expense reimbursement policy, and they have presented this document as a recommendation to the board.
- Kate and Joe questioned the 25 mile policy.
 - Kate suggested adding language like "if you are traveling around the greater Seattle-Tacoma area."
- Hillary asked if it's first come, first served? Joy said that it is, at this point, but it can be revisited.
 - We can add language to clarify this.
- Joe asked if this policy would also be used for Division reimbursements.
 - Yes, if the reimbursements are for a general WLA purpose. If it's something specific to a Division or Section, they can use their own budgets to reimburse.
- Steven asked whether ALA Councilor expenses are included in this.
 - The ALA Councilor position, among others, already has a stipend. This policy is intended for members who don't have a stipend or a Division/Section budget to cover reimbursements.
- The board would like to make two changes:
 - add "first come, first served" language
 - add "greater Seattle-Tacoma area" language

- Joy moved to approve the reimbursement policy with these two edits. Danielle seconded. Policy approved with edits.

Action Item: Alki Reprint Policy

- When *Alki* goes out, WLA is sometimes contacted with requests for reprints. WLA has not had a formal policy. The Alki editorial committee presented a policy as a recommendation to the board.
 - The policy proposes that the authors retain the rights, and they have a conversation with the editor around where article is printed.
- Should there be a procedure to go with the policy? Joe asked if there should be documentation.
 - Suzanne said they were leaning away from documentation because it adds logistics.
- Rebecca asked if there's a rubric.
 - No, Suzanne said the committee determined to leave it up to the author in discussion with the editor.
- Greg said cross-publishing might drive more traffic to Alki. We might consider adding a requirement of citing Alki.
- Suzanne will add a citation requirement to the policy. The updated policy will be re-sent to the board for an online vote.

Action Item: LIFT Proposal

- The School Library Division presented a proposal for their LIFT program.
- If everybody accepts, it will be about \$12,000 for the School Library Division, but the costs are unknown at this time. The ScLD has this money and doesn't necessarily want to spend all of it, but these are unprecedented times.
- Rebecca Wynkoop thinks that we might have a larger number of people interested than we have spots for. She thinks we need to have a transparent selection process.
- The next steps will be to find additional funding and sponsors. WEA is first place to look for additional funding.
- The hope is to host a web portal on the ScLD website. The website will likely be a static, not requiring much maintenance.
- Kaitlyn Griffith asked about special education support. Hillary says it should definitely be a part of the planning and processing. The ScLD also plans to prioritize students of color and those with limited or no access to wifi.
- Ahniwa asked if we can partner with WebJunction to help with web hosting and maintenance.
- Rebecca asked if we could start by voting on the Core Team section of the proposal at this point, rather than the whole thing. With so many unknowns, it's difficult to vote on the stages beyond Core Team.
 - The board agreed to get things started with the Core Team section (no vote required), then come back for a vote after the funding questions are answered. Joy agrees.

2020 WLA Conference Update

- Mark gave an update on the status of the 2020 WLA Conference.
 - Moved entirely online, decoded on Whova as online platform.
 - Offering organizational registration rates to encourage all staff levels to attend.
- Ahniwa asked if attendees will be able to download programs. Attendees will only have access to recordings through December 31, 2020. The committee is still deciding on the best way to archive and store recordings.

- Preconferences have been separated from the regular conference and will instead be held as a webinar series leading up to the conference.

2020 Strategic focus: EDI

- Emily had hoped to have in-person workshops in the spring and that would drive the EDI work going forward. That has gotten pushed back into the fall, and they will now be online.
- Emily crashed the last LISS meeting, and that group demonstrated passion for equity work.

WLA Elections and Awards

- Elections can be self-nominated, or you can nominate your colleagues. Nominations are due August 19.
- Ahniwa wants to set up Q&A sessions for folks interested in getting involved in the Academic Library Division. He asked if it would be worth expanding to the rest of WLA. Ahniwa will coordinate with the office to set these up.
- Board encouraged to think about who to nominate for awards.

Legislative Updates

- Carolyn Logue called in to give updates on library-related legislation.
 - They are currently in the interim, keeping up with proclamations. They don't anticipate a special session, unless they make that decision after the special elections. Figuring out logistics of virtual meetings and testimony. Tax structure work group.
 - If any members have employees laid off, make sure to fill out an unemployment form for any layoffs related to COVID-19.
 - Going forward, our work will be focused on protecting capital budget dollars. There's discussion about requiring a majority instead of a supermajority to pass levies.
 - Working with the governor's office for Phase 3 instructions specific to libraries.
 - Encouraged WLA to show support for Sen. Murray's CCCERA. WLA is sending a letter of support.
 - Ahniwa asked about HB 2513, which will allow colleges to hold transcripts if a student has unpaid library fines.

ALA Councilor - ALA Updates

- Stephen Bailey gave an update on ALA.
 - ALA had its first ever virtual conference in July, with 7,000 people and 600 exhibitors. That's a lot fewer attendees than an in-person event.
- ALA voted to dissolve three separate divisions and merge into a new group.
- The final SCOE report was delivered to Council. Find it at Forwardtogether.ala.org.
- There will be a Council special session this fall, and what is being billed as a "constitutional convention" in January. At that point more details will be finalized and voted on. Additional votes in April, June.

Member Needs Assessment

- The board has seen the full report and is encouraged to give feedback. Division Chairs will get it soon, then a report to the full membership.

Stephen moved to adjourn the meeting. Joe seconded. Meeting adjourned at 2:50 pm.



PRIOR BOARD MEETING MINUTES

April 16, 2020 • 2:30-4:30 pm • WLA online meeting room

Read in Advance of Meeting: January 2020 Board Meeting Minutes, Leadership Reports

Facilitator: Emily Keller & Brianna Hoffman

Present: Lisa Shaw, Kate Laughlin, Hope Yeats, Joe Olayvar, Ryan Grant, Steven Bailey, Danielle Miller, Kaitlyn Griffith, Greg Bem, Jane Lopez-Santillana, JoLyn, Judy Pitchford, Nic Figley, Rebecca Wynkoop, Rhonda Gould, Samantha Schmehl Hines, Suzanne Carlson Prandini, Warren, John Sheller, Tami Masenhimer, Beth Bermani

Notetaker: Na-Moya Lawrence

TOPIC

Call to order

- Online meeting reminders

Board Meeting Procedure Reminders

- All WLA board meetings are open and participation is encouraged from any attendees •
Only nine WLA Board members are eligible for voting

Approve minutes from January 2020 meeting

- No corrections needed. Minutes approved.

New Business

- Leadership Reports: follow-up questions/updates
 - Jane provided an update from PNLA: they're considering cancelling till next year due to budget. Also considering virtual conference (though they are concerned people might be too oversaturated with Zoom meetings by then)
 - Brianna and Kate are planning to reach out to Rick at PNLA.
- Academic Virtual Conference Recap
 - After refunds, the Academic conference made a profit of \$4,055 after refunds.
- 2020 Strategic focus: EDI
 - Talking w/ CiKeithia about an in-person workshop for WLA leadership sometime in Fall after the conference for about 35 people.
 - ASGCLA is dissolving within the next 6 months so there will be a gap in activities related to disabilities and access within ALA.
 - Most resources and library websites are not providing translation online so even trying to get an online library account is almost impossible for non-English speakers right now, when they most need the access.
 - There are studies that low-income neighborhoods are being targeted by ISPs in terms of throttling service.
 - Over 70% of talking book & braille library patrons are over 65 (30% over 85) and many, many live in skilled nursing homes or care facilities and don't have access or the ability to be using the internet and we aren't able to mail out our books right now. It is really difficult.
 - Broadband access, SHLB (Schools Hospitals, Libraries, Broadband Coalition)
 - E-Rate requirements are being softened like opening access points after hours.
- 2020 Legislative Report
 - Sales tax & BNO tax are dropping drastically

- Retail and car sales dropping
- Governor Inslee looking at how to reopen construction
- Talked with Marissa Rathbone about getting Spokane school librarians to present to them (Washington State School Director's Association) about the value of libraries.
- It's recommended that libraries go in for a big budget ask for next year.
- ScLD bill died in the house appropriations committee.
- 6670 allowing up to two Discover Passes per patron.
- Board members should email Carolyn to organize a meeting with Ormsby and Bilig in Spokane. ●

WLA Division/Section Hosted Zoom RT Discussions

- Encouraged folks to sign up
- Putting the registration info on the COVID resources page
- Library Snapshot Day
 - Coincides with National Library Week
 - Visual photo sharing type of event
 - Maybe combine with Snapshot day (via Elizabeth)
 - Hoping to get twitter access to @WLA_School to provide location for School Librarians to post and then retweet @walibassn (via Rebecca)

Old/Ongoing Business and Updates

- ALA Councilor - ALA Updates
 - June 24-26 Virtual Conference
 - Forward Together initiative
 - LITA, LLMA, ALCTS have voted to dissolve and combine as CORE.
 - Patty Wong for ALA President 2020
 - ALA has COVID-19 page with survey data, updating pandemic resources, webinar ○
 - Discussed making MidWinter all virtual
- Member needs assessment, April 29th
- ACRL-WA Update
 - Will still be the ACRL-WA state chapter within WLA.
 - ACRL is a 501(c)6 and needs to dissolve as such so we can draft an MOU.
 - MOU will go to ACRL board and WLA board.

Closing questions or comments

Meeting adjourns



JULY 2020 LEADERSHIP REPORTS

Please select your position. (If you hold multiple positions, please submit a separate report for each one.)	Your name:	What is the Division/Section/Committee/Officer's mission?	What are the goals the Division/Section/Committee/Officer plans to accomplish in the next quarter?	In the last quarter, what activities has the Division/Section/Committee/Officer participated in to fulfill its goals? How many Division/Section/Committee members are active in each activity? If you are an Officer, what meetings or other events have you attended?	In your position or group, what steps have you taken or are planning to take that contribute to WLA's prioritization of equity, diversity, and/or inclusion?	How does the Division/Section/Committee recruit new members and engage non-active members? (Officers may skip this question.)	In the last quarter, how has the work of the Division/Section/Committee/Officer fit in with its mission and goals?	Goals or activities to accomplish by the next Board meeting:
Alki Journal Editorial Committee Chair	Suzanne Carlson-Prandini	Alki's purpose is to communicate philosophical and substantive analyses of current and enduring issues for and about Washington libraries, personnel and advocates and to facilitate the exchange of research, opinion	Gather content for a new AEDI column, establish bylaws to further define committee roles, determine if social media outlets dedicated to Alki specifically would be sustainable and helpful, finalize an article reprint policy	Monthly committee meetings, created an ongoing MLIS student position and filled it, July's publication almost ready to be released	We've been working on creating a new Anti-racism, Equity, Diversity, and Inclusion column as well as	networking, publishing calls in WLA Wednesdays	well	finalize reprint policy

		and information.						
claws chair	greg bem				Statement on standing with Black Lives Matter			
WLA Board Member	Joy Neal	Treasurer		Finance Committee meeting				We worked on developing a reimbursement policy for the organization
WLA Board Member	Danielle Miller	Support the Board President and the Board	Attend meetings and continue to learn about the Association, add support to initiatives where possible	Co-hosted WLA open house with WLA president. Attended President's meetings, Finance Committee Meetings, an Advocacy Committee meeting, and an ALA Chapter Leaders Forum.	Contributed and explored WLA's resources on anti-racism and plan to continue to make use of those resources. Participated in the EDI breakout session at the ALA Chapter Leaders Forum.		Participating with the Board, participating in activities , sharing information, and learning.	Attend meetings, support EDI initiatives, find ways to actively participate and learn.

CAYAS Chair	Beth Bermani	<p>Promote excellence in library service to children and young adults in Washington State. Work for recognition of work with children and young adults as a service specialty. Achieve a standing equivalent to other service specialties in library classification, salary schedules and promotion. Encourage, promote, sponsor and report workshops, training sessions and continuing education programs for those working with children and young adults. Encourage, promote and develop cooperation with all agencies serving children and young adults. Encourage new members to become active</p>	<p>We are working on recruiting for elections, and we are in the process of forming a committee to recruit nominations for the Visionary Award. In addition, we have been working with ScLD leadership to plan and host an Author Breakfast at WLA for the four WA book award winners.</p>	<p>We have been activity updating Facebook. However, workshops and other activities have stalled a bit due to Covid-19. We have been able to continue to plan the WLA Author Breakfast virtual event.</p>	<p>We keep this priority in mind when organizing workshops in terms of topics, etc.</p>	<p>Through social media, WLA Wednesdays, surveys--it's an ongoing goal.</p>	<p>Our activities, social media promotions, etc., are tied to our mission of training and continuing education opportunities.</p>	<p>-have Incoming Chair & Communications Officer nominees -liaise with iSchool reps to coordinate WLA presentation, Booktalking the Best -continue to organize Author Breakfast with ScLD leadership.</p>
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		participants in our professional organizations. Recruit children's and young adult librarians.						
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<p>SRRT Chair</p>	<p>Samantha Hines</p>	<p>The purposes of SRRT shall be to: uphold and maintain the social responsibilities of libraries within the library community of Washington State; encourage continuing education of library personnel and library supporters on topics related to social responsibilities of libraries; advocate for improved library services for all residents of Washington State; provide a forum for discussion of issues related to the social responsibilities of libraries.</p>	<p>Book Talk around Indigenous People's History of the United States at conference</p>	<p>Alexa Andrews, Secretary, sent out a message to members around BLM with suggested reading materials and actions. Huge kudos and thanks to her!</p>	<p>The upcoming book talk, the BLM email, and previous virtual meetings around section events and supporting tribal libraries and librarians.</p>	<p>activities like the ones above</p>	<p>by engaging membership in current events</p>	<p>Book talk at conference</p>
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Awards Committee Chair	Beth Bermani	<p>-to develop student interest in reading for pleasure for 9 to13-year-olds</p> <p>-to present a list selected by school and public librarians representing high quality, enjoyable literature</p> <p>-to allow students to choose a state-wide favorite</p>	<p>We are still trying to recruit one more member, preferably a public Librarian to even things between school/public.</p> <p>We will also begin working on our WLA presentation in conjunction with the OTTER Committee.</p> <p>We are trying, with difficulty, to contact the current award winners, Shannon Hale and LeUYen Pham to invite them to the WLA Author Award Breakfast.</p>	<p>We met virtually and selected the next batch of nominees. We have also been working with ScLD and CAYAS on the WLA Author Award Breakfast.</p>	<p>that contribute to WLA's prioritization of equity, diversity, and/or inclusion? It's written in to our selection criteria: Considerations will include reading enjoyment; reading level; interest level; genre representation; gender representation; racial diversity; diversity of social, political, economic, or religious viewpoints; Washington State interest; effectiveness of expression; and imagination.</p>	<p>We have one committee member's whose main job is recruitment.</p>	<p>We used the mission in selection of titles and by letting students vote for the winner.</p>	<p>Same as the goals listed above for next quarter.</p>
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WALE Chair	Warren Chin	<p>To build a communication network among library employees</p> <p>To encourage continuing education for library personnel</p> <p>To improve library service through skill development</p>	<p>1) Set up the Merit Awards Committee for WALE Outstanding Award 2020</p> <p>2) To select the winners for the WALE Scholarships (WALE Continuing Education Scholarship & WALE Library Para-Professional Scholarship) both up to \$1,000.</p> <p>3) Inform WALE members of upcoming election for WALE Officer positions.</p> <p>4) Monthly WALE Virtual Meet Up, August 5th and September 2nd at 1 PM</p>	<p>I sent out monthly emails to inform WALE members of WALE Scholarship and Merit award. However, WALE Social Events will be postponed till the end of this year.</p>	<p>Email WALE members on a regular basis to highlight on the related subjects.</p>	N/A	<p>Took the lead to answer questions and concerns from WALE members, and to remind WALE members of upcoming deadlines.</p>	<p>Select the winners of the WALE 2020 Scholarships</p>
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<p>School Library Division Chair</p>	<p>Hillary M. Marshall</p>	<p>The WLA School Library Division provides networking opportunities and professional support for teacher-librarians and library paraprofessionals, administrators, teachers and parents. Together we work to ensure that Washington's students are effective users and producers of ideas and information by providing:</p> <p>support for information and technology literacy instruction reading advocacy for lifelong learning and enrichment equitable access to information resources and services</p>	<p>1 Supporting TL in WA with strong communication 2 Membership increase 3 Advocacy for our TL positions</p>	<p>1. Social Media presence - cleaned up, WLA is purchasing a social media management tool, our division is the inaugural division to make this a priority - 3 leaders 1 per platform - ??? # members engaged in those messages is hard to track 2. Using our School Libraries Listserv, Social Media accounts, 2 Zoom Roundtables and offering PD - hoping to see an increase in membership - Also, have in a LIFT proposal to put together some much needed access to digital resources & waiting on the WLA Executive Team for final approval before moving forward - Have potential 4 leaders, 4 TL researchers and the impact would reach across the</p>	<p>EDI - We had a plan to run 2 pre-conferences but they need to run in real time. The virtual platform is not as effective. We are going to table those ideas for next in-person conference. Solicited a survey - once the LIFT Proposal is approved & the survey data is analyzed - we can address the EDI issues of our division by creating clear goals/focus and then a pathway forward</p>	<p>PD webinars we have one this week! I invited many from my UPS Crisis Communication class.</p>	<p>Matched them perfectly - it's our focus for this entire year</p>	<p>1. Host several PD webinar experiences & Roundtables based on needs from our survey 2. LIFT Proposal approved and the work started 3. Social Media consistent communication - Facebook, Twitter (Hope to start Instagram), and our ScLD Listserv</p>
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				state for access to these resources 3. Met with WASSDA - put in a proposal for their November conference, Regular meetings with Carolyn Logue, 8 key members interested in helping with Legislative Efforts who are spread throughout the state				
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WLA Board Member	Kaitlyn Griffith		Hoping to help support library students who may be facing unsure times with upcoming fall classes, would like some input from WLA on how to encourage library school students who may be struggling with online schooling, or capstone concepts. We need to continue momentum in supporting the black community and people of color, especially when it comes to representation in the library workforce and students of color pursuing an education in library science.		Emailed the deans office at UW requesting information on UW's stance on and actions it will take regarding the recent act that declared students in the US on visa who will be fully online must return to their home countries. Several schools filed legal actions and the decision has been reversed.			
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WLA Board Member	Ahniwa Ferrari	Represent academic library needs, concerns, and voices on the WLA Board	<p>Solicit new academic leaders to step up and self-nominate for positions on the WLA Board, in project groups, in divisions, and in sections.</p> <p>Finalize merger with ACRL-WA and WLA's ALD.</p> <p>Highlight academic library offerings at WLA's virtual conference (and pre-conference webinars) coming up in the fall.</p> <p>Examine outreach and communication efforts; expand with some virtual meeting offerings.</p>	Lots of meetings / work on the ACRL-WA merger and getting academic library staff to submit proposals to WLA's fall conference.	<p>Amplified WLA's message on this topic using personal and professional channels.</p> <p>Participated in online discussions with other academic libraries around this issue via Slack and email.</p> <p>Create an Anti-Racism Library Resource Guide and events over the summer for Evergreen staff and faculty. If it goes well, we could do something similar within WLA?</p>	Word of mouth and personal connections, mostly.	Lots of big, moving pieces this last quarter. Very excited about the ACRL-WA merger; this has been a long time coming and is a big deal, despite the relative lack of splash it is currently getting. But it's worth celebrating!	<p>More online outreach and communication.</p> <p>Online information sessions for potential academic library leaders interested in open WLA positions.</p> <p>Finalize ACRL-WA merge.</p>
WLA Board Member	Joe Olayvar	Support WLA efforts to better the many facets of librarianship with an eye on the SpLD perspectives and needs.	Support the WLA election process	Due to Covid and other factors, my activity was minimal	Due to Covid and other factors, my activity was minimal	Due to Covid and other factors, my activity was minimal	Due to Covid and other factors, my activity was minimal	Support the WLA election process

Marketing & Communications Committee Chair	Sam Wallin	The mission of the Marketing & Communications Committee is to expand WLA's presence & influence, as well as enhance its image & credibility inside & outside the organization.	Work on our capacity to plan social media posts and campaigns, and involve more of our team in creating content for social media.	We have a monthly online meeting to discuss various parts of our work. Last month we had a workshop around our social media policy.	We haven't made any firm plans, but we have had several social media posts regarding this priority.	We haven't done any active recruiting so far.	We've focused our social media posts on topics that are relevant to the current times, related to social justice, covid-19, and WLA's ongoing programming and conference plans.	Collaboratively build up to a daily social media output.
Public Library Division Chair	Sam Wallin	This division has yet to define a vision or mission.	I would be interested in establishing a mission and vision for the Public Libraries Division.	It's been challenging to get something started.	We haven't done anything or made any plans.	We haven't done anything or made any plans.	We haven't done anything or made any plans.	Establish a mission and vision. Engage WLA PLD members on a regular basis.
WLA Board Member	Emily Keller	To set directions for WLA in conjunction with the board; participate in financial planning, advocacy, and communicate with relevant stakeholders (ALA, other state and regional organizations, partners)	Facilitate July board meeting; finalize plans for EDI consultant's work with WLA leadership in the fall; participate in WLA annual conference and board retreat.	Facilitated April board meeting; participated in discussions and decisions about WLA's new travel grant; co-facilitated a WLA open house with Danielle Miller; participated in discussions about ACRL-WAs merger with WLA; participated in ALA Chapter Leaders Forum; attended LISS meeting with officers; wrote column for Alki.	Participated in discussions about WLA's anti-racism statement; continuing to work with the WLA office to move forward with our EDI initiative, in spite of viral roadblocks.			Work with our consultant to finalize plans for EDI work at the board retreat and beyond; participate in WLA annual conference and board retreat.

WLA/PNLA Representative	Jane Lopez-Santillana	Act as liaison between WLA and PNLA	Support the PNLA Virtual Poster Session Conference in August and present information about Washington State book awards at the conference as part of a panel of representatives from Pacific Northwest states.	PNLA migrated their email listserv from Yahoo to iGroups. A PNLAQ publication focused on COVID-19 experiences of library staff members was published in June. Young Readers Choice Award winners have been announced for 2019 and the 2020 nominated titles are now available on the PNLA website: https://pnla.org/young-readers-choice-award/yrca-2020-nominees/ Planning for the 2020 PNLA Virtual Poster Session was completed.	Worked with PNLA board to draft and post a solidarity and social justice statement. We also updated announcements of upcoming open election position descriptions to invite and welcome a diverse candidate pool. PNLA is also looking at ways to prioritize EDI session offerings for future conferences. They are hoping to encourage more diversity in their membership. Young Readers Choice Award winners for this year and nominee titles for 2020 include titles from diverse, authentic voices and feature stories many readers will be able to identify with.	An invitation to apply or nominate PNLA members for open PNLA positions was sent out in June. Current openings are for President-Elect and Treasurer.		PNLA 2020 Virtual Poster Session will be held August 7-10. There will be 30 poster sessions on topics related to collections, literacy and instruction, relationships and connections, and leadership. Several vendors are participating and offering giveaways.
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LISS Chair	Marissa Rydzewski	To promote the interest of library students by assisting them in networking, WLA membership, career and scholarship resources, mentorship, social awareness, and help foster a professional relationship with WLA community.	Create a LISS scholarship for the next WLA scholarship cycle. Have a LISS social event late August to get members excited for the next academic year. Send out a LISS "welcome back to school" email to our members, this will include resources to succeeding in a MLIS program and also have a google survey to get data on our members to use on our website. We are also collecting resources to add to our website on scholarships, surviving library school, career searching, interviews & resumes, and having a section on inclusion and diversity in library schools and how to incorporate more POC in our field. Additionally, we are working	This last quarter I was able to nominate two officers onto the LISS officers board to help me with outreach, services, and resources for our members. We have had two successful meetings and plan to have another in two weeks. We have mainly discussed our upcoming goals and how to achieve them (listed above), we've mainly done the research, planning, and collaboration work to get us prepared for the next steps.	We are currently in the process of creating a diversity and inclusion statement for LISS. We hope to address issues regarding low inclusion of POC in library schools and address the lack of discussion of diversity in library pedagogy. We hope to also provide resources for diversity and inclusion that support POC wanting to go into the library field and how they can be successful. We also hope that our LISS scholarship will go to students who are first-generation library school grads and who need financial support in order to attend library school.	We are now sending out calendar invites to our LISS meetings. This has generated some communication between us and members and we have had a member come to one of our meetings! We are also planning a social event to get our members more involved. To attract new members we hope that by building our website resources and by requiring LISS membership to apply for the new LISS scholarship will be ways to increase our membership.	Everything that we are working on has had our members in mind. We are actively building up resources to support students attending library school and building their careers. With the LISS scholarship, we will be addressing one of the main concerns of library school, which is funding. This could be one of the biggest ways LISS can support its members. Additionally, by adding a diversity statement, resources for POC attending library school, or being in the library profession we hope to reach new members or those that have not been considered before.	Plans for LISS scholarship, completed our welcome back to school email and received results from our membership survey, had our social event in August, and updated our website with LISS resources and our values and diversity and inclusion statements.
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			<p>together to come up with LISS values and a diversity and inclusion statement to add to our website and help us navigate our action plans and resources we collect.</p>					
Continuing Education Committee Chair	Joanna Freeman	The Professional Development Committee supports professional development activities for and	We are meeting to discuss and award scholarships to WLA members for continuing education and	As a committee we examined the rubric we used for determining the scholarship winners and revised that to	One of the scholarships awarded is the John Stanford Scholarship, to be awarded to a student of color	We use the resources of the WLA office and our own personal connections to find new members.	We are following our mission by promoting scholarships and grants, supporting WLA members at all	Review scholarship applications and award scholarships for the next academic year.

		by WLA members.	other learning opportunities.	align with our questions and experiences last year.	who is pursuing a library science degree.		stages of their careers.	
Member Services Committee Chair	Hope Yeats		Add new committee members, begin disseminating information from the Member Survey, give members a chance to talk with the committee, identify what we should work on next.	We helped create questions for the member survey (two committee members took the lead), tested the survey and provided feedback, and have begun to analyze results.	I want to recruit more committee members of color if I can, and would like to prioritize coming up with better ways to assist members of color through the association.			Begin sharing snippets of Member Survey response in WLA Wednesday, and ideally hold an open Zoom meeting for members to talk with the committee.
Advocacy Committee	Kristin Piepho	The WLA Advocacy Committee's charge is to develop and promote library advocacy initiatives, and to advise the WLA Board, staff, and members, to ensure that the interests of libraries, staff, and volunteers are represented.	Continue monthly advocacy articles in WLA Wednesdays; add resource session to committee website	The committee continues to submit WLA Wednesday articles. Roughly 6-8 people attend monthly committee meetings. I also attended a meeting of committee chairs, initiated by the WLA office.	We've discussed as a group the need for us to advocate not only for libraries, but for marginalized communities.			Complete resources webpage

Special Library Division Chair	Judy Pitchford	The Special Libraries Division unites and strengthens membership by promoting continuous learning, partnerships, and sharing common skills and expertise utilized in specialized library and information settings.	The COVID-19 situation has put most plans on hold. We are still on target to present at WLA in October and will be using this quarter to plan for that. I still hope to get a survey out to SLD members before the end of the quarter.	NA (Thanks, COVID-19)	We have decided to send a survey out to all division members so that everyone can have a seat at the table and help in planning the future directions of the committee.	We invited all members to take part in planning a proposal for the fall conference, and will be sending out a member survey in hopes of increasing member engagement. We have also discussed potential for recruiting new members both at the conference and through direct marketing.	NA	Send out a survey to SLD members and finish planning the WLA presentation.
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WLA Member Expense Reimbursement

Purpose of Account: This account was established to reimburse WLA members who are occasionally asked to attend events “for the good of the order.” and whose expenses may not be covered by their employer and/or may present a hardship if paid out of pocket.

Intended events are described below. For events not identified as an “intended event,” pre-approval from the Board President and WLA Office is required.

Intended Events:

- Annual Leadership Retreat
- Testifying on behalf of the WLA
- Events that require WLA presence as determined by the Board President

Eligibility Requirements:

- Current WLA member, unless exception made by Board President
- Event attendance is at the request of the Board President, WLA Board, or Division Chair with approval of the Board President

Reimbursement Parameters:

- Expenses will be reimbursed at the current rate set forth by the WA Office for Financial Management: [2020 reimbursement guide](#).
 - Expenses include mileage/travel, lodging and meals.
- Lodging may be reimbursed if over 25 miles of member's residence
- Reimbursement shall be requested within 30 days of the event
- Reimbursement will be requested by using the WLA Reimbursement Form ● Members may request up to three reimbursements per calendar year unless otherwise stipulated by the Board President
- Requests for out of state travel will be considered on a case by case basis

Other Considerations:

- Bylaws prohibit expenses being reimbursed to attend meetings held at the annual conference, if the member is also attending the conference.
- WLA Divisions are encouraged to include reimbursement for Division-specific activities in their annual budget
 - Division budgets shall be approved by the WLA Executive Board

Current Annual Budget, \$7000:

- \$3000 for General Membership Expense (eg: Testifying on behalf of WLA) ●
- \$2500 for annual Leadership Retreat
- \$1000 for annual onsite meeting of Conference Committee
- \$500 for WLA Board (eg: represent WLA at partner org event)
- Total budget may be redistributed as needed to meet actual use.

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**Learning Innovation Facilitation Teams (LIFT)
LIFT Resource Center
COVID-19 Specialized Response Project**

Project Goals/Objective:

Dynamic and curated professional training and support resources to reinforce effective remote and blended learning in Washington State schools focused on widely-adopted digital learning tools currently in use.

Proposed Timeline (bracketed numbers indicate deliverables - seen below):

Responsible Party June 2020 July 2020 August 2020 September - October 2020

				Promote resources (7)
	WLA & ScLD <i>Finalize and fund proposal</i>	Recruit and identify participants (1) <i>Review and advise</i>	Establish contracts, etc. (1) Develop promotional resources (7)	<i>Evaluate progress and next steps and advocacy (8)</i>
Core team	Mark Ray Christie Kaaland Shana Ferguson Hillary Marshall	WLA ScLD survey Review and prioritize digital tools (2) Creation of criteria and rubric (3)	Create design elements for web template (4) Seek additional funding sources (1)	Review web template (4) Consult and advise ScLD regarding outcomes and advocacy (8)
Stipend: \$1000 per person	<i>Organize and begin meetings</i>			
<u>Invite:</u>	Aggregate data from	Finalize web template w/ Core Team (4)		

Web team Create web template (4)

Resource teams

Stipend: \$1000 per person (in pairs of Elementary & Secondary Librarian)

\$800 for creation of resource pages
\$200 for initial edit review of peer of other page

Core Team will Recruit and identify 4 partner teams (4)

secondary librarians & 4 elementary librarians) (1)
Identify, curate and create resource pages (5)
Peer review/edit other team pages (6)

Deliverables, proposed timeline, and responsible parties

1. Recruitment and identification of individuals and teams to complete the work.

Timeline: June 2020

Responsible party: Invite to the Core Team (Mark Ray, Hillary Marshall, Shana Ferguson, Christie Kaaland)

Cost: In kind from WLA ScLD members

2. Review and prioritization of digital learning tools already in wide use in Washington

Schools.

Timeline: July 2020

Responsible party: Core team

Cost: Core Team stipends - WLA ScLD budget (\$4,000)

3. Creation of criteria and rubric for selection of training and support resources.

Timeline: July 2020

Responsible party: Core team

Cost: Core Team stipends

4. Design of resource web template for standardized presentation and ease of use.

Timeline: July 2020

Responsible party: Web team (1 person) - Web Design & Where does it live?

Cost: [Source out a web designer - WLA Office recommending a graphic designer \(TBA Financial Cost\)](#)

WLA Office - Nem available to create this? - not available

Note: Need to determine where the resource will live: WLA ScLD page attached to LIT?

OER Commons? State Library? Center for Strengthening the Teaching Profession (CSTP)?

[Potential to coordinate with CSTP project with representation from Sam Harris & Mark Ray on behalf of WLA ScLD.](#)

5. Identification, vetting, curation, and annotation of resources using established rubric and template.

Timeline: August 2020

Responsible party: Resource team(s) - Pair of Librarians on each of the tools (Elementary/Secondary focus)

Cost: \$800 per person in pairs (each will source 2 digital tools)

6. Editing and review of pages and resources

Timeline: August - September 2020

Responsible party: Initial - Resource team(s) - vet and edit another team's page and information; Final - Core team/ScLD; Published - Web team

Cost: \$200 per person from Resource Teams; built into Core Team stipend 7.

- Promotion of 8 digital resources through WLA and other channels. Timeline: September 2020

Responsible party: [Core Team](#), SLcD, Publicize through OSPI, WLA, WSL, Technology Education & System supports (ISTE & Ed Tech)

Strong strategy to direct traffic to WLA ScLD page to generate membership for WLA

Cost: In kind by WLA SLcD

8. Project evaluation

Timeline: October 2020 (during WLA annual conference)

Responsible party: [Core Team](#), SLcD, [Resource Teams](#), and [Web Team](#)

Cost: In kind by Core Team, Resource Teams, and Web Team

Total cost to WLA ScLD Budget for LIFT Resource Center: \$12,000

Questions to Address:

- **CORE Team**

- What was the thinking behind the CORE Team selection? Was it strategic because of the networks? (Especially in regards to the recruitment of the Resource Teams.)

- [Mark's initial idea he brought to fruition](#)

- [Hillary's goal for her term as Chair for ScLD](#)

- Christie Kaaland for her network has a statewide reach & her breadth of experience
 - Shana Ferguson for her breadth of experience and talent in delivering professional development as well as her participatory interest in this project from the beginning.
 - What role will the CORE Team have after the Resource Teams are identified? ■ If all 4 CORE Team members accept
 - They will finalize the product after the Resource Teams have completed their peer review & agree to publish with the Web Team
 - Responsible for marketing
 - Responsible for project evaluation - after action report
 - How will you identify and recruit Resource Team members?
 - It would be great to have some fresh voices recruited as well as some geographic variation.
 - Initial interest from our WLA ScLD survey - 55 participants to go through their talents
 - Initial interest from our outreach as we cultivated this LIFT proposal
 - Christie Kaaland recommendations
 - Initial invites for the Resource Team will be finalized by the Core Team with a varied regional and size of school library as our guide
- Funding
 - There is both logistical/office support and financial support requested. Assuming WLA/ScLD were able to shoulder the logistical support, are there other organizations who would benefit from this effort who would partner with WLA for the financial support? (WEA, etc?)
 - OSPI is very interested in our partnership but I didn't apply for a grant in time - but we will reach out to them for marketing support
 - Haven't reached out to other funding sources - I'd be happy to add this to the Core Team expectations
 - ScLD has a healthy budget and a recent donation. This is a timely, unprecedented opportunity and I felt that this would be an excellent use of our funds and our statewide talent to support school libraries opening September 2020. And, if marketed properly, could really drive traffic to our ScLD website and potentially increase membership which is another goal I have for my term.
- End Product
 - There is still some confusion over what the end product will be. A web portal? ■ Resource Center will be a web portal - YES
 - A space to go to for curated resources, how to guides, and implementation into curriculum opportunities in one neatly packaged space
 - In regards to where it could "live," it certainly could be a part of the ScLD's page, but the office staff will not be available as a graphic designer. We can put you in touch with the graphic designer we work with on Alki, but that would be a cost that would need to be taken into consideration.
 - We would love to work with the graphic designer and I'm happy to add

additional costs to this budget to fund those efforts. We will potentially need a professional web portal designer. We want a polished product that will be useful to WA state librarians for many years to come but is accessible at the start of the 2020-21 school year.

- Other options if we have an in-house web designer (that hasn't been realized yet), potentially fund a subscription to a web design model? ●
 - Square Space
 - Wix.com
 - WLA site - platform?
- Core Team will finalize the Web Team - or Company - or volunteer with a subscription to build a web portal. I envision this being 1 person.