



Multnomah County Library Advisory Board

February 9, 2021

4:00 - 6:00 pm

Virtual Meeting

Join via Google Meet

meet.google.com/wic-ckkj-fmb

Join via phone

502-482-5807

PIN: 930 041 064#

Meeting Agenda

Time	Item	Facilitator/ Presenter
4:00 - 4:15	Attendance + Check-In <ul style="list-style-type: none">• Roll call• Introduction of guests• Check-in breakout groups<ul style="list-style-type: none">◦ <i>What social media platform do you use (or avoid!) most?</i>	Quinn
4:15 - 4:20	LAB Chair's Report <ul style="list-style-type: none">• Approval of January Meeting Minutes• Review Group agreements	Quinn
4:20 - 4:30	Library Director's Report + Discussion <ul style="list-style-type: none">• Questions/discussion of Board Brief	Vailey
4:30 - 5:15	Budget/CBAC Session #2 <ul style="list-style-type: none">• Please review memo from Jeff ahead of time.• Topics: Budget forecast; variable costs	Don Allgeier / Jeff Renfro
5:15 - 5:20	Break	
5:20 - 6:00	<ul style="list-style-type: none">• Workgroup Breakouts	All

Next Meeting:

February 9

4:00 - 6:00pm (virtual)

Library Advisory Board Meeting Norms

Last updated October 13, 2020

Meeting Planning and Communication

- Meeting materials should be shared the week prior to the meeting.
- If you have ideas for topics or ideas for a meeting, let the LAB chair know.
- If issues come up between meetings, email the board to start a discussion. We can call a special meeting if needed.
- Everyone is welcomed and encouraged to share feedback with the LAB chair or staff liaison before, during, or after a meeting.

Discussions

- Step up and step back - make sure everyone has an opportunity to speak and avoid dominating conversations.
- Allow one person to talk at time and avoid having side conversations.
- Assume that everyone is speaking and acting with best intentions.
- Respect the opinions and perspectives of others.

Digital Meetings

- Assume there will be technology issues and be patient with each other.
- Remember that tone can be difficult to judge in digital spaces.
- Use the chat box to give encouragement and support!
- Use the chat box to ask questions during presentations.