



Multnomah County Library Advisory Board

May 11, 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	Welcome + Check-In <ul style="list-style-type: none"> ● Introduction of guests ● Check-in breakout groups <ul style="list-style-type: none"> ○ <i>Do you have a favorite nonprofit/local community organization you wish more people knew about?</i> 	Quinn
4:15 - 4:20	LAB Chair's Report <ul style="list-style-type: none"> ● Approval of April Meeting Minutes ● Review Group agreements ● LAB Leadership Check-In 	Quinn
4:20 - 4:35	Library Director's Report + Discussion <ul style="list-style-type: none"> ● Questions/discussion of Board Brief 	Vailey
4:35 - 5:00	Meet & Greet with Library Bond Staff <ul style="list-style-type: none"> ● Katie O'Dell, Library Capital Bond Deputy Director ● Mike Day, Library Capital Bond Program Management Office Director 	Katie O'Dell & Mike Day
5:00 - 5:10	Break	
5:10 - 6:00	Workgroup Breakouts	All

Next Meeting:
June 8
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.