# Multnomah County Library Advisory Board

**January 11, 2022**  
5:30 - 6:30 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

<table>
<thead>
<tr>
<th>Time</th>
<th>Item</th>
<th>Facilitator/Presenter</th>
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| 5:30 - 5:40| **Welcome + Check-In**  
- Introduction of any guests and folks joining via phone  
- Check-in breakout groups  
  - *What are you looking forward to in 2022?*  
  - *What's one thing we could do to improve our virtual meetings?*  
- Approve November meeting minutes | Salma/Maddelyn |
| 5:40 - 5:55| **Updates from Library Director + Discussion** | Vailey |
| 5:55 - 6:10| **CBAC Update** (process and timeline) | Clare + Erin |
| 6:10 - 6:25| **Workgroup Updates**  
- Share status of action items (review dashboard)  
- Recruitment timeline for 2022 (Lizzie) | All LAB Members |
| 6:25 - 6:30| **Any Action Items + Closing** | Salma/Maddelyn |

**Next Meeting:**  
March 8, 2022 - CBAC/budget focus  
5:30 - 6:30pm (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.