**Multnomah County Library Advisory Board**

**February 14, 2023**

**5:00 - 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#

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### Meeting Agenda

<table>
<thead>
<tr>
<th>Time</th>
<th>Item</th>
<th>Facilitator/Presenter</th>
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| 5:00 - 5:15 | **Welcome + Check-In**  
  - Introduction of any guests and folks joining via phone  
  - Warm-up breakouts:  
    - What’s your muse or vibe for this year? What’s a word/phrase/sentiment you're channeling?  
  - Approve January meeting minutes | Lizzie                |
| 5:15 - 5:30 | **2023 Membership Recruitment Plans**  
  - Open recruitment 2/15 - 3/31 (6 weeks)  
  - Review in April  
  - Recommendations to LAB in May | Lizzie + Maddelyn      |
| 5:30 - 6:15 | **Updates from Library Director + Discussion**  
  - Highlights from *Director’s Report* and discussion (Vailey)  
  - Strategic planning update (Annie)  
  - Community services team (Annie) | Vailey Oehlke + Annie Lewis |
| 6:15 - 6:20 | **Any Action Items + Closing**  
  - Everybody Reads author event on 3/16  
  - Group announcements (if any) | Maddelyn               |

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**Upcoming Meetings:**

5:00-6:30 pm on March 14
Library Advisory Board Norms

Last updated September 2022

Meeting Planning and Communication

- Meeting materials should be shared the week prior to the meeting.
- If you have ideas for topics for a meeting, let LAB co-chairs or Maddelyn 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 co-chairs 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 (use chat instead).
- 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.