



## Multnomah County Library Advisory Board

**January 10, 2023**

**5:00 - 6:30 pm**

**Virtual Meeting**

**Join via Google Meet**

[meet.google.com/wic-ckkj-fmb](https://meet.google.com/wic-ckkj-fmb)

**Join via phone**

502-482-5807

PIN: 930 041 064#

Meeting Agenda

Time	Item	Facilitator/ Presenter
5:00 - 5:15	<b>Welcome + Check-In</b> <ul style="list-style-type: none"><li>• Introduction of any guests and folks joining via phone</li><li>• Warm-up breakouts:<ul style="list-style-type: none"><li>◦ <i>Share a creator of color who has influenced your thinking (author, actor, cook, musician, artists, etc.)</i></li></ul></li><li>• Approve December meeting minutes</li><li>• Workgroup check-in and next steps<ul style="list-style-type: none"><li>◦ Bylaws</li><li>◦ CBAC/Finance</li><li>◦ Membership</li></ul></li></ul>	<b>Clare + Lizzie</b>
5:15 - 5:30	<b>Updates from Library Deputy Director + Discussion</b> <ul style="list-style-type: none"><li>• Highlights from <i>Director's Report</i> and discussion</li></ul>	<b>Annie Lewis</b>
5:30 - 6:25	<b>Bond Update + Discussion</b> (learning opportunity)	<b>Katie O'Dell</b>
6:25 - 6:30	<b>Any Action Items + Closing</b> <ul style="list-style-type: none"><li>• Group announcements (if any)</li></ul>	<b>Maddelyn</b>

**Upcoming Meetings:**

5:00-6:30 pm on February 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 a 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.

