Multnomah County Library Advisory Board

March 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#

Meeting Agenda

Time	Item	Facilitator/ Presenter
5:00 - 5:15	**Welcome + Check-In** ● Introduction of any guests and folks joining via phone ● Warm-up breakouts: ○ *What's something you were encouraged to do as a child that you now appreciate as an adult?* ● Approve February meeting minutes	**Clare**
5:15 - 6:00	**OPME Team Intro + Strat Planning** ● Introduction to Office of Project Mgmt & Evaluation ● Involvement in strategic planning / workgroup formation	**Elizabeth O'Neill**
6:00 - 6:15	**Updates from Library Director + Discussion** ● Highlights from *Director's Report* and discussion (Vailey)	**All**
6:15 - 6:25	**Workgroup Updates** ● Membership ● CBAC ● Bylaws	**All**
6:25 - 6:30	**Any Action Items + Closing** ● Everybody Reads author event on 3/16 ● Group announcements (if any)	**Maddelyn**

Upcoming Meetings:
5:00-6:30 pm on April 11

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.