



## Multnomah County Library Advisory Board

**September**  
**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 - 5:20	<b>Welcome + Check-In</b> <ul style="list-style-type: none"> <li>● Introduction of any guests and folks joining via phone</li> <li>● Welcome and warm-up (as a whole group):               <ul style="list-style-type: none"> <li>○ Name and pronouns</li> <li>○ Any affiliations you'd like to share</li> <li>○ Home library</li> <li>○ <i>Imagine you no longer have to work or go to school. How would you spend a Tuesday?</i></li> </ul> </li> </ul>	<b>Megan</b>
5:20-5:40	<b>Committee Business</b> <ul style="list-style-type: none"> <li>● Review, discuss, and add to group norms               <ul style="list-style-type: none"> <li>○ Group go-around: <i>What's important for the group to know about how you learn, and how you communicate?</i></li> </ul> </li> <li>● Approve June meeting minutes</li> <li>● Vote in new LAB Co-Chair (Megan Parrott)</li> </ul>	<b>Clare</b>
5:40 - 5:50	<b>Updates from Library Director + Discussion</b> <ul style="list-style-type: none"> <li>● Highlights from <i>Director's Report</i> and discussion</li> </ul>	<b>Vailey</b>
5:50 - 6:10	<b>Strategic Plan Summary</b> <ul style="list-style-type: none"> <li>● Review <a href="#">2023-25 MCL strategic plan</a></li> </ul>	<b>Annie Lewis</b>
6:10 - 6:25	<b>Patron Service Strategy</b> <ul style="list-style-type: none"> <li>● Learning opportunity &amp; next steps for LAB involvement</li> </ul>	<b>Kirby McCurtis</b>
6:25 - 6:30	<b>Any Action Items + Closing</b>	<b>All</b>

**Upcoming Meetings:**  
 October 10, 2023 5:00-6:30 pm (virtual)

## Working Mission Statement

*The Library Advisory Board nurtures, challenges, and supports MCL to be the very best it can be in support of all communities within Multnomah County. LAB does this by providing a public user lens on MCL's services, strategies, and budget. Together, LAB helps ensure library services are accessible to everyone, regardless of background or situation.*

# 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

- LAB values authenticity.
- 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.