



Multnomah County Library Advisory Board

December 12, 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 - 5:10	Welcome + Check-In <ul style="list-style-type: none">• Introduction of any guests and folks joining via phone• Welcome and warm-up in breakout rooms:<ul style="list-style-type: none">◦ <i>What is one important lesson you've learned about money or budgeting that you'd like others to know?</i>	Maddelyn
5:10-5:15	Board Business <ul style="list-style-type: none">• Approve November meeting minutes	Clare + Megan
5:15 - 5:25	Updates from Library Director + Discussion <ul style="list-style-type: none">• Highlights from <i>Director's Report</i> and discussion	Director's Office
5:25 - 6:30	Budget Basics Training: Learning Opportunity	Katie Shifley
6:30	Any Action Items + Closing	All

Upcoming Meetings:

December 27, 2023 - 4:00-5:30 pm (virtual CBAC meeting)

January 9, 2024 - 5:00-6:30 pm (virtual LAB meeting)

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.