**Pacific Library Partnership Staff Development Committee**

Minutes

Friday, March 23, 2018

Pacific Library Partnership Offices

2471 Flores St, San Mateo CA 94403

9:30 am – Noon

**Co-Chairs:** Cheryl Lee and Nathan Brumley

**Recorder:** Cosette Ratliff

**Present**

Yemila Alvarez, Pacific Library Partnership Danielle Wilson, Alameda County Library

Cosette Ratliff, Alameda Free Library Amanda Myers, Berkeley Public Library

Elaine Tai, Burlingame Public Library Michelle Krasowski, Contra Costa County Library

Karen Engle, Daly City Public Library Nathan Brumley, Livermore Public Library

Chris Ota, Los Gatos Public Library Alex Perez, Palo Alto Public Library

Sarah LaTorra, Redwood City Public Library Mel Gooch, San Francisco Public Library

Nancy Donnell, San Jose Public Library Cheryl Lee, Santa Clara City Library

Annapurna Dandu, Santa Clara County Library Amy Chirman, Santa Cruz Public Library

Raina Tuakoi, Sunnyvale Public Library

**Welcome/Introductions**

 Nathan called the meeting to order and welcomed the group

**Determination of Minutes Taker**

Cosette volunteered to take the minutes

**Review/Approval of Minutes of January Meeting**

The January minutes were reviewed. No additions/changes were needed. Elaine moved that the minutes be approved. The Move was seconded and the minutes were approved.

**Spring Workshop Update**

Location(s) set – San Jose & Castro Valley

Theme – Inclusion & Empowerment: gender diversity, harassment prevention, and resilience

Speakers –

 Jamie Joy and Triangle Panel: gender diversity and harassment prevention

Leonie Sherman - self defense – mindfulness/situational awareness, focusing on self empowerment/resiliency

Marketing – Melvyn/Cheryl. Information has been given to Wendy Cao. Once the Registration link is live, Cheryl will put on FaceBook. All to add link to individual library staff pages as possible. Cheryl will get updated title to Wendy.

MC’s for each location - Co-chairs, Elaine and Michelle will co-mc at both locations.

Video – Amy will video the sessions at San Jose as much as possible

Duties per location:

 Refreshments: PLP

 AV: Site Host

 Nametags: PLP

 Registration/Greeters:

 Castro Valley – Mel, Karin, Amanda

 San Jose – Alex, Cosette, Annapurna

 Timekeeper: co-chairs, both sites

 Evaluations/handouts – Karin will set up evals, Sarah will edit

 Committee/Speaker lunch: Site host/PLP – Nathan will send out a sign up.

Budget – Amy asked for budget to let speakers know what to expect/request.

Nathan – have an annual budget of $8000 for both conferences. What we don’t use on the first can be used for the second. Usually runs appx $700 for refreshments per conference, so that leaves at least $3300 for speakers.

One speaker and 4-6 panelists for Session I. One speaker for Session II. Include at least one hour prep time per main speaker. Last time they were given $60/hr.

**Spring 2019 Workshop**

 Castro Valley and San Jose both working as good locations.

 Looking for Tuesday/Wednesday dates in April 2019. Nancy and Danielle will check available dates.

 Palo Alto is possible as a back up site.

 Danielle will check Castro Valley and also Fremont as a back up.

**Future of Libraries 14.0**

 **Conference Chair(s) -**  Michelle Krasowski and Elaine Tai agreed to co-chair this event

Discussion about what a Conference Chair does – In charge of coordinating. Two current documents to assist “PLPSDC Conference Planning Duties” and “Program Planning and Implementation Outline”.

 **Location -**  Koret Auditorium, SFPL. Mel will check availability

 **Date** – Usually the Wednesday after Columbus Day (October)

 **Topic Brainstorming:**

**Keynote (morning):**

Valerie Gross Libraries as an extension of education. Videos available on YouTube and through DEMCO. Discussion about a full three hour talk, or make it a 2-2.5 hr talk with time for small group discussion as well on the topics presented.

**Afternoon:**

Co-working

Hot Spot checkout

ABC Mouse

Taking back control of technology

Computer check-out/kiosks/fix-it clinics – panel presentation sustainability

Library as safe space – ICE, social issues, how we can serve/libraries role as safe space

Mental health – Librarians proactively promoting on-going learning

Civil Liberties – neutrality

Harm reduction training and assessment

Lightning Round of Hot Topics possibly encompassing many of the above. Cheryl will look at this. Would need the right moderator to keep it moving. Cheryl will post possible topics on Basecamp

Fun stuff – Bay Area Discovery Museum, Book Face (maybe at registration?)

STEM education

Maker Lab – looking at what’s new and upcoming

Augmented reality – helpful applications for libraries

* Possible overall theme – Are We Neutral?
* Amy will check with Valerie Gross about October availability

**Basecamp**

Yemila will send out Basecamp invites to all committee members

 Create your account, it’s tied to your email address

**Round Robin**

 No notes taken

**Next Mtg: Friday, May 18th Fremont Public Library**

**Meeting adjourned.**