

Minutes – INCOL CE Meeting
Friday, December 16, 2011
Moran Prairie Library
Notes taken by Melissa C.

Present: Carlie Hoffman, Chair (Spokane County Library District), Teah Chadderdon (Libraries of Stevens County), Tami Robinson (Whitworth University), Dana Dalrymple (Spokane Public Library), Steve Borrelli (Washington State University), Jean Mattimoe (University of Idaho Law Library), Melissa Crooks (Coeur d'Alene Public Library), Mary Neuman (Asotin County Library)

New members

Welcome Teah and Jean!

INCOL CE Committee members list

Will be updated to include new and current INCOL CE members and representatives. Discussion followed regarding whether it might be possible to create a link on the INCOL website that we have access to in order to revise and update information, especially committee member contact information. Carlie will investigate the feasibility of doing so.

Chairmanship

Traditionally the role of the CE chair has rotated regularly through representatives of member libraries. Do we want to continue following this method? Consensus is yes, although some member libraries on the roster are not actively participating. In these cases, we can contact the representative for the library and inquire as to whether or not they would like to act as chair, and if the position is declined we'll simply continue on down the roster.

The next on the list to chair is Gonzaga University.

Spokane Public was not on the list. Carlie will email the representatives from Post Falls and Kootenai-Shoshone (which are both now the Community Library Network) to see which who would like to rep from that system. SPL's position will replace the vacated position.

Budget

What is our CE budget? We were given a \$5,000 guideline per/year. Since we expended approximately \$343 for the Fall 2011 workshop, we have about \$4,500 left to use toward the Spring 2012 workshop. If an occasion arose for which we needed additional funding, we could seek approval for such an event, but the case was made that this would not be advisable.

Spring Workshop

Effort was made to arrange for Dr. John Medina as a speaker for the Spring workshop, unfortunately he is unavailable. Discussion followed of new ideas for topics and

presenters. It was decided to explore the services to baby boomers topic area and possibly arrange for Stacey Aldrich (State Librarian of California) to present on the topic. Other possible speakers to consider for the future might be Sarah Houghton-Jan, Steven Bell, Stephen Abrams, Lee Rainie, Sue Frantz, and Dr. Medina. The committee will continue researching speaker possibilities for the baby boomer topic so that we have some alternative ideas if Stacey Aldrich is unavailable. The deadline for deciding upon and arranging for a speaker was set for mid-January.

Carlie will email contact information for Stacey Aldrich to Tami so that she can inquire about Ms. Aldrich speaking or providing a referral.

Future workshop frequency/audience

The question was asked whether we should continue offering two workshops (fall and spring)? Or consolidate to one? Argument was made that based on CE opportunities, convenience, scheduling issues, etc. it makes sense to offer two. However, if we moved to doing just one a year there is the possibility of bringing a well-known, 'bigger name' speaker in for a presentation, which might draw in more attendees, even some outside of the library profession. The decision was made to continue as is; we can always deviate from the norm in the future if a great opportunity arises.

Workshop locations

Discussion of where the spring workshop should be held, as well as future workshops. Suggestions made included CDA Public, Gonzaga McCarthy Center (?), Post Falls Public, NIC/Molstead Library auditorium. Convenient parking is very desirable for attendees. Steve suggests we create a list of suitable venues for future workshops saving time in discussing the same pros and cons of each from year to year. We'll decide on a location for the upcoming workshop when we've nailed down a date.

Other

The request was made that we inquire as to whether the mileage reimbursement program could be extended beyond the 2 years it was originally agreed upon by the INCOL directors. The economic downturn is still in effect and if the program ceases it will likely affect many of the CE members' ability to travel in from outlying regions. Maybe we can consider fewer face-to-face meetings as a way to cut down costs?

Program Evaluation Forms

Everyone likes and is in agreement with the changes made to the Likert scale and the new addition of topic suggestions for future workshops. Tami recommends adding a speaker suggestion to the form for attendees, Carlie will add this to the evaluation form and e-mail a final version to INCOL representatives and members.