ARLD Meeting Agenda
Friday, 2/19/22
1:00 PM to 3:00 PM

Present: Kat Nelson, Annie Larson, Jenny McBurney, Trent Brager, Preeti Gupton, Alicia Kubas, Maggie Parra
Excused: Kristen Cooper
Notes: Annie

Agenda

1. Review and approve January Meeting Minutes [all]
   a. approved

2. MLA Board Meeting Notes [Kat]
   a. Pay attention to out of office if there are things that need to be submitted
   b. “If there is an invoice you need paid, there is a payment authorization request form on the member side of the site” - Jenny will investigate
   c. Library BIPOC workers summit May 13th on zoom from 9am-4pm through State Library Services - Maggie will investigate social media
   d. MLA Conference planning has started, in-person is planned
   e. Revamped Education Committee - reach out to Kirsten Clark if interested in joining
   f. The strategic plan is due for an update, still discussing how to evaluate

3. ARLD Day 2021 [Jenny]
   a. Friday, May 6, 2022, virtual with in person social event after
   b. Timeline
   c. Proposals
      i. Select proposals
         1. All proposals were reviewed
         2. Think about a way to ask attendees if there is a topic they want presenters to cover, Google form? Include this when the list of presentations gets posted to the ARLD site
         3. Presenters could be permitted to use external tools like mentimeter, also think about settings that would permit anonymous Q&A
         4. Think about topics we’d like to request for future year’s proposals
         5. Jenny is collecting notes and will contact presenters
      ii. Draft schedule
         1. Draft set -- Jenny will reach out with acceptance notes,
2. Changes will go in the proposal spreadsheet
3. Deadline for changes and confirming acceptance: March 7th
4. Moderation set
   iii. Email applicants
d. Finalizing keynote
   i. Derrick Jefferson has accepted and we’re working on payment/contract - Jenny is primary contact for negotiations
      1. He will also be leading a round table tentatively about OER
   ii. Budget planning
   iii. Sponsorships
      1. Letter template - Jenny: contact no later than week of Feb 28
iv. Costs:
   1. Sched (last year $200, includes embedded Zoom links)
   2. Zoom
   3. Mentimeter?
   4. Jenny: check in with MLA about current costs
e. Registration and Website:
   i. Update website with session info March 14
f. Registration opens March 21
g. Other tasks:
   i. Survey of members about future modes and timing of ARLD Day
      1. Do we need a short wrap up and take survey time at the end?
   ii. Record sessions?
      1. Not planning to record any sessions, it will be opt-in if the presenter is interested
      2. Keynote will be recorded
   iii. Evaluations
4. Innovator Award Committee
   a. Committee members - Preeti, Trent, Jenny
      i. First call = March 7 -- Preeti will send out the email blast
      ii. Second call = March 14-21ish -- Preeti will send out the email blast
      iii. Due = April 4
5. In-person regional social events after conference [Kat]
   b. Have not heard from volunteers for other regions.
   c. A boost will go out when we post the ARLD reminder -- Maggie
6. Communications update [Maggie]
   a. February Roundup
      i. Innovator Award announcement
b. March Roundup
   i. Keynote speaker announcement
   ii. ARLD Day registration opens 3/21

c. Social media engagement
   i. Twitter: 138 followers
   ii. Facebook: 117 followers

7. Legislative update [Alicia]
   a. Notes from February meeting
      i. Redistricting maps have been released
      ii. Many new bills released since session began; not sure how the budget surplus is going to be spent yet as there are many competing priorities
      iii. Committee hearing on broadband access fund
      iv. The federal Capital Projects Fund provides $10 billion for states and tribes to support long-term recovery from the COVID-19 pandemic by strengthening and improving the infrastructure necessary for work, education, and health monitoring. Minnesota’s portion is $180 million. Of this, $70 million is dedicated to broadband infrastructure, and the remaining $110 million is undetermined. There may be an opportunity to use a portion of this funding for library infrastructure projects. Please read this Capital Projects Fund summary for more information on how to advocate for this funding opportunity!

b. Virtual Legislative Week - February 28 - March 4th
   i. Alicia still needs to reach out to Maggie Snow about any meetings she’s doing with legislatures and to see if any other meetings are open for attendees to lurk
   ii. Alicia send out email blast content next week around leg advocacy and virtual leg week
      1. Submit with at least two business days, maybe a week ahead? Check your links very closely
   iii. Legislative briefing with lobbyist on Monday, February 28 at 9:30am - have to register to get zoom link

8. Membership update [Trent]
   a. None. Trent has been connected with the committee but we have not met yet.

9. Website updates [Kat and Jenny]
   a. Updated (thank you Annie!): leadership roster, ARLD 2021 info removed, ARLD 2022 info added, ARLD 2021 keynote video linked in doc section. -- please double check your information
      i. Also: Innovator award page updated and linked under the “News” section of main ARLD page
b. Updates still needed (plan to submit these updates one by one):
   i. Add links to 2021 documents section
      1. Meeting notes (make PDFs, go through to remove indicated links, save copies to appropriate locations in ARLD folder)
      2. Slides & minutes from MLA conference ARLD Business meeting
      3. Info about ARLD Day 2021 and link to video online
         a. Link the schedule?
   ii. Link the ARLD Day 2020 video in the 2020 documents section
   iii. Update Bylaws doc and post on website
   iv. Include nomination schedule somewhere - link in area where current board members are listed
   v. Think about: pages for past innovator award and keynote info
   vi. Remove list of 2022 candidates from the menu

10. Anything else?