



**Engagement Committee
Minutes
Wednesday, October 11, 2023 at 2 PM**

Zoom, registration link: <https://prairiecat-org.zoom.us/meeting/register/tZUpf-2vpj4pGNJ5p8rEYWjCU6-YvB0jCv3k>

I. Welcome and introductions

Present: Elizabeth Smith (PrairieCat), Chelsey Knippel (PrairieCat), Brianna Rodgers (MX), Dana Fine (PR), Louise Svehla (TC), Melissa Landis (PrairieCat)

Absent: Victoria Blackmer (CV), Katelynn Clark (FR), Kathy Peschang (RD), Laura Long (EM), Karrah Kuykendall (RP), Magda Bonny (PrairieCat), Amy Fry (SL)

II. Review charge of Engagement Committee

- a. Charge: The Engagement Committee works to actively engage members at all levels, to create connections and advance the organization through activities like PrairieCat's annual conference PUG Day, peer networking opportunities, and more.
- b. Meeting Frequency: Bi-monthly meetings in even-numbered months. August, October, February, April, June. 2nd Wednesday at 2:00 pm via Zoom.

III. PUG Day 2023

a. Review Post Event Reports

Smith (PrairieCat) reviewed PUG Day 2023 stating there were 264 attendees, including PrairieCat staff and outside presenters. There were 19 sessions, five of which were hosted by PrairieCat libraries. Attendance at each session was roughly similar, with some variations due to room capacity or group attendance.

Smith stated that the budget for this year's PUG Day was \$15,000. After we send out the lunch billings to the libraries, we will be right in line with the budget. There were 20 people who registered but did not attend. Those people, unless they cancelled before the deadline, will still be billed for lunch.

b. Review Surveys

Smith (PrairieCat) explained there were QR codes linked to the survey at the PUG Day event, however, very few people used the QR codes. Most of the survey results came in from the link that was emailed out or through the PUG Day website. Overall satisfaction rates were high with many attendees expressing positive comments about the event. Most found the content



relevant and useful. The 30-minute mini sessions were popular and might be retained for future events. The keynote presentation by Mia Henry also received positive feedback with a few downfalls, including, time management and the interactive portion of the presentation. Svehla (TC) agreed saying the large group made some of the table discussions uncomfortable and the topics would have been better suited for a smaller group.

Smith continued, saying there were some improvements needed for future events. PrairieCat needs to work closer with the caterer and venue to address issues with the lunch lines and the food quality. Some comments on the survey said they would like to see some assorted pastries for a light breakfast. That can be done next time, however, we will have to charge the libraries for such additions. Overall, people enjoyed the event and found it helpful and relevant. Smith thanked the committee members for helping make the event a success.

c. Discuss date for next year

Smith (PrairieCat) jumped into discussion PUG Day 2024 which will be a virtual event. Typically, the event is held in late September to help accommodate the school libraries. However, we could block out date/s in January due to the flexibility of virtual events. PrairieCat staff will need work on the hosting and webinar licensing agreements with Zoom for this event.

IV. Recruit more committee members

Smith (PrairieCat) reminded committee members that we are still in need of additional members to join the Engagement Committee. Anyone interested or who knows of possible volunteers should contact Elizabeth Smith.

Next Meeting: Feb 14, 2024 at 2 pm via Zoom