



**Engagement Committee
Agenda
Thursday, October 17, 2024 at 10 AM**

Zoom, registration link: <https://prairiecat-org.zoom.us/meeting/register/tZMrceGsqjMtG9PqAnYOA3sUB9I5GTuXmzyB>

I. Welcome and introductions

Present: Elizabeth Smith (PrairieCat), Chelsey Knippel (PrairieCat), Dana Fine (PR), Melissa Landis (PrairieCat), Magda Bonny (PrairieCat), Kathy Christenson (KR), Melissa Landis (PrairieCat), Shelby O'Hara (PrairieCat)

Absent: Katelynn Clark (FR), Kathy Peschang (RD), Amy Fry (SL), Karrah Kuykendall (RP), Brianna Rodgers (MX), Austin Nord (WO), Victoria Blackmer (CV)

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. 3rd Thursdays at 10 am via Zoom.

III. [FY25 Meeting Schedule](#)

Feb 20, 2025 Zoom 10:00am – 11:00am
April 17, 2025 Zoom 10:00am – 11:00am
June 19, 2025 Zoom 10:00am – 11:00am

IV. PUG Day 2024

a. Review attendance

Smith (PrairieCat) stated that PUG Day 2024 was a successful virtual event. There were 603 attendees over the two days with 15 sessions hosted by various organizations. The most popular session was Book Talk hosted by Becky Spratford with 69 attendees. Smith also noted that the event had a good balance of sessions, with a variety of topics appealing to a wide range of attendees. Landis (PrairieCat), who attended some sessions, agreed that they were all of high quality.

b. Review surveys

Smith (PrairieCat) discussed the balance of attendees for all the sessions,



proving we did a good job of providing sessions that appeal to the membership. Fine (PR) noted the usefulness of the event recordings for staff who couldn't attend live. Smith suggested getting more Zoom licenses for future events to avoid tight turnaround times between sessions. They also reviewed the survey results, which were mostly positive, with some feedback about a session being cut short due to a Zoom issue.

V. PUG Day 2025

a. Venue options

Smith (PrairieCat) stated that PUG Day 2025 will be an in-person event and will be held in the Quad City area. She explored potential venues for their event, including the Vibrant Arena at the Mark and the Stony Creek Inn. Smith mentioned that she had submitted a request for a quote for the Vibrant Arena and had received a quote from the Stony Creek Inn. She planned to set up tours of these venues before making a final decision. Smith also mentioned a new expo center in East Moline, The Bend XPO, and submitted a request for a proposal from them, emphasizing the need to compare all options before deciding.

b. Timeline / RAILS Grant

Smith (PrairieCat) outlined the timeline for PUG Day 2025. She is hoping to finalize the venue and date by the end of the year, sending out a call for proposals in March-April and opening registration in June.

Smith shared information on the RAILS Grant, stating that the application deadline is February 3, 2025. It does say that the grant funds must be expended by February 28, 2025, and typically we do not pay our speakers/presenters until after they have complete their sessions. We may not be able to apply for this grant, but Smith will reach out to RAILS to get some more clarity.

VI. PrairieCat Passport Program

a. Feedback from July program

Smith (PrairieCat) also discussed the Passport Program, a library engagement initiative launched in July, which encouraged attendance at Delegates Assembly and visits to local libraries. The program was deemed successful, with 21 people attending the library tour and three visiting the Robert R. Jones Library.

b. Next Steps

Smith (PrairieCat) suggested the program could be continued in the next year, but with a review of its necessity after a few iterations. Landis (PrairieCat) agreed with the program's concept and hoped for increased participation in future meetings.



- VII. Website Forums, [share policy](#)
Smith (PrairieCat) provided an update on the website forums, designed by Cherry Hill, which are not yet live but expected to be soon. These forums aim to facilitate peer-to-peer discussions and sharing of resources among library staff. Elizabeth also mentioned that the website forums policy, which was approved at Admin Council, outlines best behavior for interacting on the forums.

Next Meeting: February 20, 2025 at 10 am via Zoom