



**Engagement Committee
Minutes
Wednesday, March 9, 2021 at 2 PM**

Zoom, registration link:

<https://railslibraries.zoom.us/meeting/register/tJ0qcOggqjgqHNbnS7cR1vkDQRbdTyoXvDTM>

I. Welcome and introductions

Present: Elizabeth Smith (PrairieCat), Melissa Landis (PrairieCat), Rici Dale (RL), Chelsey DeSplinter (PrairieCat), Lisa Powell Williams (MX), Magda Bonny (PrairieCat), Dana Fine (PR), Patti Smith (RO), Karrah Kuykendall (RP), Victoria Blackmer (CV)

Absent:

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 2022

a. Budget

Smith (PrairieCat) said the budget for PUG Day and CE is \$5,000. This is not enough money budgeted for a full in person PUG Day event. It was previously discussed having a virtual PUG Day, with regional CE events across the membership. For the regional, in person events we would like to utilize member libraries with large enough meeting rooms to host in order to save money and spend it on speakers. Smith (RO) and Williams (MX) agree with the mix of virtual and in person.

b. Event Options

Smith (PrairieCat) suggested a two-day virtual event for PUG Day 2022. Blackmer (CV) said that two days is a perfect amount. Dale (RL) said a two-day event with Friday being one of the days works well for the Reddick Library. Smith asked if it would be worth investigating an online conferencing software? Blackmer said it would come down to cost. Not sure it would be necessary for the one event. Williams (MX) agrees it doesn't sound necessary. Dale said Zoom works well and there would be better ways to use the budget. The Committee agrees to stick with Zoom for PUG Day.



Smith also stated PrairieCat is updating the support site, she is hoping for more of a CE landing page where we could create a more sleek look for the PUG page.

c. Review possible dates

Smith (PrairieCat) gave a couple date options for PUG Day 2022. Typically, PUG Day has been in September, which has worked well. Looking at the calendar, which dates would work best September 22-23 or September 29-30? The Committee is ok with either of those date choices. Smith will verify the dates with the PrairieCat staff.

d. RAILS CE Grant

Smith (PrairieCat) shared information about the RAILS CE Grant. The application deadline for the grant is April 22nd. We do have time to consider applying for this grant. PrairieCat qualifies for up to \$2,000, but, with receiving the grant would mean PUG Day would have to be open to all RAILS libraries. In the past, we have received the funds when we have applied. If we narrow down some speakers/topics in the next few weeks, we can apply for this grant. Smith will start a Basecamp to discuss speakers. Smith (RO) would like to see a speaker on the topic of book challenges.

IV. Member Events Schedule for 2022

a. In-person Member Updates – Spring 2022

Smith (PrairieCat) asked the committee for their thoughts on meeting in person for Member Updates. We would also do one virtual member update as well. The Committee likes the option of in person and virtual.

Smith also stated she and Coulter have considered pulling together a building Renovations panel for members. Dale (RL) and Kuykendall (RP) really like the idea and think it would be helpful.

b. Regional CE events / Hybrid Options

Smith (PrairieCat) will also start a Basecamp to start brainstorming some ideas for the regional CE events mentioned earlier in the meeting.

c. Back-to-school event – Feedback

Smith (PrairieCat) said we have 32 school libraries. 24 are Union List and 8 are circulating. To increase our outreach to schools we want to plan a back to school event. We hope this will be a good opportunity for training and to touch base with the school libraries and any new staff. Dale (RL) thinks it's a great idea and a good way to get the schools feel engaged in PrairieCat.

V. New Director Welcome Packet – Feedback



Smith (PrairieCat) discussed how we welcome new directors in PrairieCat and asked if this should be revamped? Blackmer (CV) said because of the different sizes of libraries and the needs of different directors, it makes sense to continue with the hard copies. Dale (RL) and Fine (PR) agreed. Mentoring for new directors would also be helpful and something to consider. Smith stated a mentoring program for new directors is part of PrairieCat's strategic plan. Smith (RO) suggested keeping a Mentoring Project simple with a listing on the website with names and contact information. The Committee agrees to keep the welcome packet and hopefully, have a specific place on the new website for new directors.

VI. Strategic Plan – Check-in

Smith (PrairieCat) shared the Strategic Plan Activity Plan and gave an update on the progress.

VII. FY22 Meeting Scheduled:

Next Meeting: April 13, 2022 at 2 pm via Zoom