

NJLA Professional Development Committee Minutes

Wednesday, November 29th, 2023, at 2 p.m.

Zoom meeting:

<https://us02web.zoom.us/j/82720112519?pwd=-kwdxNtFwbkLQ0e9k1GRcygLvUBD6T.1>

Meeting ID: 827 2011 2519 / passcode: 277922

Phone access: +1 309 205 3325. One tap mobile: +13092053325,,82720112519#,,,,*277922#

Start: 2:04pm

Attendance: Christina Getaz, Katie Kotacska, Bonnie Lafazan, Adriana Mamay, Kate Mathe, Nicole Marconi, Eric Schwarz, Susan Vignuolo, Brandy Walthall, Matheson Westlake

Absences: Neil Grimes, Jane Jiang, Jennifer Sulligan

1. Welcome and introductions

2. Acceptance of [October 25th Minutes](#)

3. New Librarian Series:

- a. Katie & Susan are working on a New Librarian panel series for NJLA's Youtube Channel.
- b. NJLA does not have an SOP on promotion, so we will need to work on some graphics and platforms.
- c. Below is a table of a potential dates for the series recordings:

Adult Services Librarians- Public Libraries	November 2023
Cataloging/Metadata	December 2023
Youth Services- Public Library	early January 2024
School Librarians	late January 2024
Archives/Special Collections	February 2024
Special Libraries	March 2024
University Librarians - Reference/User Services	April 2024
Teen Librarian - Public Library	early May 2024

- d. At this point, we have decided to push the scheduling to January. Katie will get in touch with the panelists to let them know.
- e. Eric suggested that the videos be posted as separate snippets so that viewers can choose to watch what they are interested in.

4. Speaker Request:

- a. Shannon Oltmann reached out to us to do a program on book banning. The program is scheduled for February 15th, 2024. Her fee is \$500. The process to apply for mini-grants is not completely finalized yet, and once it is, requests will be reviewed on a quarterly basis.

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- b. Program Description: Book bans are sharply on the rise across the U.S., and New Jersey is no different. In this talk, we'll discuss how to respond to concerned citizens and patrons, how to deal with book challenges in your community, and how to support librarians facing challenges. We'll cover "request for reconsideration" forms and strategies for success, using real world examples. We anticipate this webinar will help prepare you for possible book challenges and bans, as well as increasing your abilities to handle disgruntled patrons. This will be relevant to public, school, and academic librarians across the state.

5. In-person meeting discussion:

- a. Our in person meeting will take place on January 24th at Piscataway Public Library (Kennedy branch)! Carina said the budget could be used towards food. A headcount may be required for the January meeting to confirm how much food/drinks needs to be purchased.
- b. Unfortunately, the funds cannot be used to offset travel costs.
- c. Susan will see if she can schedule a tour/demos for participants that day.
- d. As it gets closer, Susan will send out a google doc to organize food.

6. NJLA 2024 Conference Updates- Bonnie & Susan

- a. Bonnie wrote a conference proposal for a new iteration of the Early Career Librarians program that was presented this year. It was very popular, fits in with our mission and is an ever-evolving topic. We can seek speakers once we hopefully get accepted.
- b.  2024 NJLA Prof Dev. Committee Proposal
- c. Susan will review the conference proposal for Bonnie.
- d. Updates- Application due on December 8th, 2023

7. Surveys & Future Programming: Katie & Susan

- a. Marketing Survey has been posted to the website:
<https://njlamembers.org/content/professional-development-surveys>
- b. Marketing Program
 - i. Katie and Susan along with the Public Relations Committee have gotten a speaker for a Social Media 101 Program. Alicia Cerone from Gloucester County Library System is working on a program that will be done next year on Tuesday, March 19th at 3pm. It will be called Social Media 101 & Alternative Marketing Strategies for Libraries. The program is for one hour. The first 30 minutes will be for an overview of Social Media apps (Facebook, X, Instagram, Tiktok and Bereal), mailchimp & constant contact and she will give tips on how to advertise in-house in case the community isn't as social media focused. The other 30 minutes will be for discussion and open questions.

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- ii. ZOOM registration & Graphic needs to be created- can someone handle this?- Matheson will be handling this, thank you!
 - iii. The Professional Development Committee has been assigned a login for “Canva Pro” under the “Team NJLA” account:
pdnewsletter@njlamembers.org (password available from Katie or Susan). “Pro” accounts have more features and let you use graphics that are not available in a free account (or that would create a watermark). Note that generally we do not use this email address because our other address (professionaldevelopment@njlamembers.org) is sufficient, but the newsletter email is the one we use for Canva. If you are signed into Canva automatically (e.g. via Google), log out. Choose “Log in,” then “Continue another way,” then “Continue with email.” You’ll know you’re in the correct account when the screen says “NP” on the right (initials for the username) and “TN: Team NJLA” on the left.
- c. Future surveys:
- i. Funding/Grant survey related problems for all libraries (for all NJLA members) scheduled to go out in the fall has been canceled.
 - ii. Kate is working with Cassie Collucci on a survey for emerging leaders. Sent draft to Cassie Collucci, now in Cassie’s hands. Kate has reached out several times to Cassie and has not yet heard back. Kate will reach out to Adriana Mamay, and Christina may have a few other people we could ask (Jennifer Sulligan?)
 - iii. Further surveys will be put on hiatus for the time being while we focus on reviewing data already collected and developing related programs.

8. Core competencies/library job titles- Katie

- a. Professional Competencies document (65 pages). Finished and being reviewed. Permanent home is NJLA Education and Resources page?
- b. Document will not be placed on the website. This is due to a myriad of reasons. The previous individuals on the committee who worked on it are no longer members, and therefore if any updates are needed, there is no one who is familiar with the document as well as those who created it. Since this is no one who originally worked on it, we aren’t sure as well where the information was obtained. The committee felt it was best to leave this off the website for now.

9. Newsletter future/update- Eric/Susan/Darby - partnership with LibraryLinkNJ (LLNJ) [See separate document here.](#)

- a. December - Should we just market upcoming programs?- Wasn’t able to be discussed during this meeting.
- b. Susan will reach out to a contact to write a column for the January issue. Thank you for the great suggestions, Eric!!

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- c. From Eric - Suggestions for "Well, How Did I Get Here?" (You might want to ask the person at the outset if they are NJLA members, or check with the NJLA office - njla_office@njla.org. I am reasonably sure that the following people are all members, either individually or through their libraries being enhanced institutional members.)
 - i. Violeta Aybar-Maki, Children's Librarian at Union City Public Library (vaybarmaki@uclibrary.org)
 - ii. Megan Gironda, Librarian at Picatinny Arsenal and part-time librarian at Clarence Dillon Public Library (mgironda@dillonlibrary.org or megan.gironda0419@gmail.com)
 - iii. Yolanda Keakey, Outreach Librarian at Jersey City Public Library - check title with her (keakey@jclibrary.org or ykeakey@yahoo.com)
 - iv. Maria Deptula, Health Sciences Collections Librarian at Rutgers University (maria.deptula@rutgers.edu; <https://www.libraries.rutgers.edu/directory/maria-deptula>)
 - v. Andrew Dauphinee, Instruction and Outreach Librarian at the New Jersey State Library (adauphinee@njstatelib.org)
 - vi. Luisa Martucci, Hispanic Outreach Coordinator, Talking Book and Braille Center at the New Jersey State Library (lmartucci@njstatelib.org)
- d. Susan will reach out to Darby about the possibility of publishing a journaling piece about a librarian's interaction about the marketing campaign from The **New Jersey State Library, LibraryLinkNJ, the New Jersey Library Association**, and **Libraries Are Essential**. To view this campaign, click [here](#).

10. LLNJ & other events (other than newsletter)

- a. Bonnie does a program called Wellness Wednesdays, which will be starting up again October 4th.
- b. 🍂 [NJASL Fall Conference](#) will be held **December 3-5**. This year NJASL is highlighting diversity in children and young adult literature. The conference would be an incredible event not only for education/outreach/first year college librarians, but also professors, instructors and preservice teachers. Storytimes with students are deeper and more interesting when a teacher/librarian can draw on their own interactions with authors and illustrators.
- c. Skill-Sharing Conversation: Book Challenge Toolkits- Thursday, Dec 7, 2023, 10:30 - 11:30am
- d. Other upcoming programs are listed on the [LLNJ calendar](#).

11. Newsletter & Website updates: Katie & Susan

- a. Katie will amend the programming page so it appears updated (She hasn't yet but will she do this!).

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12. Updates from NJLA Executive Board

- (From Eric): The board approved the 2024 salary guide on Nov. 21. It's effective Jan. 1 and calls for a 4% across-the-board increase, except for the Page position, which is a 7.077% increase to meet New Jersey's 2024 minimum wage of \$15.13 per hour.
- Ralph Bingham announced in their last meeting that LibraryLinkNJ will be joining the Professional Development Alliance.
 - According to Eric, they are a group that shares Professional Development events (mostly academic?) and are related to the International Coalition of Library Consortia (<https://icolc.net/>).
 - From Eric's e-mail: Basically, LLNJ will share its own PD programs and post PD programs from the other partners in the Professional Development Alliance.
 - Eric added to [this page](#), this link: [Statewide California Electronic Library Consortium \(SCELC\) Professional Development Events Archive: A historical list of all SCELC professional development events, including its own in-house events as well as content made available to SCELC institutions via the Professional Development Alliance.](#)

13. Open Comments-

- a. (Eric) The Personnel Administration Subcommittee will propose a conference session on labor unions in libraries (something like "unions 101"), with speakers from libraries with labor unions. We are inviting representatives of several library worker unions to speak about the benefits -- and costs -- of organizing, joining, participating in, understanding, and taking full advantage of a union. Every library is different, and some libraries have a union, some libraries are Civil Service, and some are neither unionized nor Civil Service. They may also be libraries that are both unionized and Civil Service,

14. Adjournment:

2023-2024 PD Meeting Dates:

August 30th
September 27th
October 25th
November 29th
December 13th
January 24th - In person meeting at JFK Library in Piscataway
February 28th
March 27th

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April 24th
 May 22nd
 June 26th
 July 24th
 August 28th

2023-2024 committee members:

1	Kotacska	Katherine	Middletown Township Public Library	kkotacska@mplmain.mtpl.org	Chair
2	Vignuolo	Susan	Piscataway Public Library	svignuolo@piscatawaylibrary.org	Vice Chair
3	Mamay	Adriana	Middlesex College Library	amamay@middlesexcc.edu	Conference Future Chair
4	Sulligan	Jennifer	Somerset County Library System	jensulligan@live.com	Lead & Edu Chair
5	Bruckman	Lisa	Woodbridge Public Library	lbruckman28@gmail.com	Member
6	Getaz	Christina	Caldwell University	cegetaz@gmail.com	Member

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7	Grimes	Neil	William Patterson University	grimesn@wpunj.edu	Member
8	Jiang	Yu "Jane"	Union College Library	yu.jiang@ucc.edu	Member
9	Lazafan	Bonnie	Springfield Public Library	blazafan@springfieldpubliclibrary.com	Member
10	Mathe	Kate	Mendham Borough Library	kdonnell@scarletmail.rutgers.edu	Member
11	Marconi	Nicole	Hoboken Public Library	nicole.marconi@hoboken.bccls.org	Member
12	Schwarz	Eric	Clarence Dillon Public Library	eschwarz@dillonlibrary.org	Member
13	Walthall	Brandy	Atlantic City Free Public Library	brandydwalthall@gmail.com	Member
14	Westlake	Matheson	Hunterdon County Library	mathesonwestlake@gmail.com	Member