

NJLA Professional Development Committee

September 19, 2016

10:00am

Montclair PL

Meeting called by: Theresa Agostinelli & Alyssa Valenti **Type of meeting:** Monthly Committee Meeting
Facilitator: Theresa Agostinelli **Note taker:** Annemarie Roscello
Timekeeper: None

Attendees: I am not sure where my list went

October 25, 10-12, LibraryLinkNJ Office

Upcoming Meetings: December 12? South Brunswick?

Minutes

Agenda item: NJLA Conference Planning – Atlantic City

Discussion:

Atlantic City is the best option. Topics are due by 11/18. Ideas for sessions included **Facilities Issues**. Giveaways and staffing for the exhibit hall table for the committee. More ideas have been generated since the meeting and sent via email.

Conclusions:

Action items

✓ Facilities management content will be put into the Google Doc

Person responsible

Sophia (?)

Deadline

Agenda item: Virtual Keynotes

Discussion:

Reduced the number to 4. Other ideas included Joyce Valenza. Alyssa has secured a professor from her institution to do virtual reality. Date to be determined, January is the target. Richard Anderson in February? Question about no children's keynote.

Technology – how and by who is are the virtual keynotes archived by? Doug Baldwin. Need to assess technology, who is responsible and develop a technology plan. Question of whether it is within guidelines to share the archive. Registered participants should have access to the video, transcript and chat.

Conclusions:

- First virtual Keynote is Wednesday, 9/21
- Pat T will do advocacy, in March probably

Action items

✓ What are the rules about archiving and sharing keynotes?

Person responsible

Deadline

Agenda item: Scheduling Events

Discussion:

Discussion around should there be a co-sponsoring schedule with each section for our group. Maybe every 3 years. Procedures need to be streamlined. Also Alyssa and Theresa will be presenting at the NJLA Exec Meeting on 9/20. A group calendar with guidelines is a necessary convenience. Manully entering dates is time consuming however, it should link to the NJLA calendar.

NJLA can't tell committees what to do. A calendar may currently be too late. Possibility of telling committees that their "large" event needs to occur during a 2 week period designated by the PD comm. Should there be a rotating schedule that requires partnering every year or 1x every 2 years.

Who is getting money for programming and who is not. Is there equity? Some additional monies may be available but it would need to go through Pat T. Is there possibility that a dollar amount could be offered in proportion to the amount brought in?

Toolkits – these events rarely bring in money therefore don't meet what make a profit guideline. Is it okay to not make any money? Pat T. says yes.

An analysis of groups and their potential to draw audiences should be a consideration as it relates to all day events, the cost of attendance and price charged.

Development of a blackout date calendar could be beneficial but how? PDF, online?

Most of this discussion comes from statements in the strategic plan however, an opportunity to revisit the strategic plan as it applies to the PD committee may be prudent.

Conclusions: A group calendar is necessary; someone needs to take responsibility. Guidelines for budgeting and spending approvals is a worthwhile endeavor. NJLA committee leadership will be invited to a meeting to discuss what they want to see. Groups such as VALE, NJLA and LibraryLinkNJ should share information better.

Action items (not assigned)

✓ Board Presentation

✓ Procedures, 1st draft

✓ Procedures Committee (Theresa, John, Joanne)

Person responsible

AV & TA

Joanne

Theresa, John, Joanne

Deadline

9/20

Agenda item: FormSite

Conclusions:

Less text is necessary, a calendar function

There needs to be more communication and publicity with the sections as to when the webinars are.

Action items

✓ Set up a redesign

Person responsible

AR & John

Deadline

Next Meeting

Agenda item: Program Buddy

Discussion:

The ability to have a program buddy and a workshop planning page would be beneficial to run a successful program.

Professional Development Committee

Mission:

- To identify the professional development needs of the Association.
- To develop opportunities for professional growth and networking, either within the Committee or by working with other sections, roundtables, committees and task forces.
- **To develop core competencies for the profession, and to work with committees and sections to develop additional competencies.**
- To promote the benefits of professional development and to inform the membership of opportunities available to them.
- To interact with the state's library schools and communicate the profession's needs and expectations.
- To coordinate the activities of the Conference Subcommittees, the Leadership and Education Subcommittee, and all other subcommittees and task forces under this committee.

Other Information

Special notes:

Eliminate the Facebook and Twitter pages for this committee.

Tried to set the next meeting, time and date TBA.

Attendance 8/4

| Name | Email | Institution |
|---------------------|---|----------------------------------|
| John Daquino | Daquino.john@gmail.com | Montclair Public Library |
| Joanne Roukens | jroukens@librarylinknj.org | LLNJ |
| Chris Carbone | ccarbone@sbpl.info | South Brunswick PL |
| Theresa Agostinelli | agostinellit@gmail.com | |
| Ralph Bingham | rbingham@gcls.org | Gloucester County Library System |
| Robin Rockman | Robin.rockman@yahoo.com Work: Robin.rockman@oradell.bccls.org | Oradell PL |
| Annemarie Roscello | aroscello@bergen.edu | Bergen Community College |
| Adriana Mamay | amamay@middlesexcc.edu | Middlesex Community College |
| Paula Baratta | pbaratta@npl.org | Newark Public Library |