

# NJLA Professional Development Committee Minutes

Wednesday, July 21, 2021 ~ 2 p.m.

**Zoom meeting, 2 p.m.**

<https://us02web.zoom.us/j/89461205361?pwd=UWtoemV5TTAxRytRVHY0d2JWYnk4Zz09>

Meeting ID: 894 6120 5361 | Passcode: 892535 | Dial In: +1 646 558 8656 US (New York)

**Attendance:** Theresa Agostinelli (LibraryLinkNJ), Deborah Fagnan (Ridgefield Park PL), Molly Hone (Montville PL), Katherine Kotacska (Middletown PL), Sarah Mason (Westminster Choir College Rider University), C. L. Quillen (Spotswood PL), Eric Schwarz (Clarence Dillon/Union City/Englewood PLs), Selwa Shamy (Montclair PL), Lisa Thornton (Scotch Plains PL), Rosary Van Ingen (Hoboken PL). Ex officio members: Radwa Ali (Conference, Roxbury PL), Kate Jagers (NJLA President, Highland Park PL).

Action items:

Rosary: Look into core competencies/library job titles. Is this something that the PD Committee should take on?

Katie: Should PD sessions (not just of this committee, but in general) be in person, online, or hybrid in the next year?

Selwa: Keynotes sponsored by PD Committee.

**Start at 2:02 p.m.**

1. **Welcome & Introductions**
2. **Acceptance of [minutes from June 16 meeting](#). (Moved: Selwa, seconded: Theresa).**
3. **Goals for PD Committee for year**
  - a. Guidelines for funding of PD events.
  - b. Promoting NJLA and other events related to PD.
  - c. Publishing newsletter
  - d. Keeping website up to date.
  - e. Putting together programs for conference
  - f. Providing support for subcommittees (Conference, Conference Future Planning, Leadership and Education).
  - g. Keynotes online and possibly in person (Selwa).
4. **NJLA Members website, email addresses, Google Workspaces**
  - a. NJLA Members website [space for PD Committee](#). Committee members (and email addresses) are publicly listed [here](#).
  - b. Ex officio members are listed [here](#) in Google Drive.
  - c. Google Workspace (and email address): [professionaldevelopment@njlamembers.org](mailto:professionaldevelopment@njlamembers.org) (to be used for general inquiries to

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committee, forwards to Eric for now). Also, a place to store documents and emails to ensure continuity over time.

- d. Google Workspace (and email address): [pdnewsletter@njlamembers.org](mailto:pdnewsletter@njlamembers.org) (to be used for newsletter inquiries only, forwards to Eric for now). Will set up forwarding to any new editor(s) who request this.
- e. Committee members: [Professional\\_Development@njla.memberclicks.net](mailto:Professional_Development@njla.memberclicks.net) - should be an up-to-date list, controlled by NJLA office.
- f. (Listed just so you know it exists, but please don't use it since it isn't monitored, and is mainly or perhaps exclusively used for Zoom meeting records): pd AT njla.org

## 5. Zoom meeting setup

- a. The PD Committee is responsible for setting up Zoom meetings for programs with a PD component.
- b. The NJLA Office sets up Zoom meetings for regular meetings of committees, sections, etc.
- c. Eric and Kate J. to work on Zoom signups and a possible form for these requests.

## 6. Professional Development Newsletter Update - Eric Schwarz

- a. Three times a year (Spring/May, Fall/September, Winter/January). Most recent was sent May 18, 2021.
- b. Sections:
  - i. Welcome Message
  - ii. Feature Article(s)
  - iii. Upcoming Events
  - iv. Community Partners
  - v. Well, How Did I Get Here?
  - vi. Mind, Body, and Soul
  - vii. Past Events
  - viii. Professional Development Opportunities
- c. Editor/Editorial board: Right now we have Eric and Selwa will continue, along with new members C. L. Quillen and Molly Hone.
- d. For now, newsletter will remain formatted as an html document. We also have the option to format it more like a printed newsletter through the NJLA's Canva account.

## 7. Conference Updates

- a. [2021 conference sessions](#) remain online until Sept. 30, 2021.
- b. 2022: dates, deadlines, virtual/in person (placeholder for when this info is available)

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- c. Radwa: The first full Conference Committee meeting, planning for 2022, will be held in August.
- 8. Updates from other NJLA committees/sections/task forces/board**
- a. Executive Board: Kate J.
    - i. NJLA is sponsoring a Spectrum Scholarship through ALA, the first state library association to do so.
    - ii. \$1 million increase in per-capita state aid for libraries.
  - b. Reference Section - Theresa Agostinelli
    - i. Most recent meeting was Monday, July 19.
    - ii. Section is looking into updates on the bylaws and constitution, including a proposed name change to "Reference and Adult Services Section."
  - c. All NJLA meetings listed on the [calendar](#)
- 9. Previous NJLA Events**
- a. NJLA Leadership Orientation, June 23. Sections in morning and committees in afternoon. Nuts and bolts about how NJLA is structured and works.  
[Organizational chart](#). [Code for Committees](#) (PD Committee info starts on page 9.)
- 10. Upcoming Learning Opportunity: [Homeless Training Institute](#):** NJ State Library will be offering the Homeless Training Institute curriculum to libraries statewide starting in August. It is designed to equip library staff with the tools they need to serve their community's homeless population with compassion and confidence. This series of webinars is designed for staff to learn more effective ways to deal with not only homeless patrons, but also problem behaviors related to COVID-19, teenagers, service animals and much more.
- 11. Updates from LibraryLinkNJ** (Theresa Agostinelli)

## LibraryLinkNJ MentorNJ Meetups

- a. [Meetup Monday](#).
- b. [Adventures in Administration: Directors & Administrators](#).
- c. [Juggling Librarianship and Parenting](#).
- d. [School Libraries](#).
- e. [Share Your Reads](#).

## LibraryLinkNJ Skill Sharing Conversations

If you have a skill you would like to share, contact Theresa.

- f. Practicing Linguistic Equity: Engaging International Learners Online: Monday, July 26th, 10:30-11:30am [Read More](#)

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- g. Instagram for Libraries, August 10, 10-11 a.m. [Read More](#)
- h. Email Newsletters: August 24, 10-11 a.m. [Read More](#)
- i. Curating Library-Created Videos: September 14, 10-11 a.m. [Read More](#)
- j. [Skill-Sharing Conversation: How to Pivot After a "Fail"](#) - Sept. 28
- k. Review of recent skill sharing conversations. Yum

## LibraryLinkNJ Share Your Reads

- l. [Share Your Reads: Adults & YA Crossover. July 27, 2021](#)
- m. [Share Your Reads Children's & YA. July 28, 2021](#)
- n. [Share Your Reads Children's & YA. Aug. 11 and 25](#)

## LibraryLinkNJ Other Programs / News

- o. Patron Privacy in Your Post-Pandemic Library: August 3, 10-11 a.m. [Read More](#)
- p. [Super Library Supervisor Workshop FY2022, Fall](#), starts Sept. 17
- q. [Information Equity Conference](#), Oct. 25
- r. Other recent programs and initiatives.
  - i. September webinar: reprisal of "In, Out, or In-Between" from NJLA Conference
  - ii. October - Light! Camera! Action! Webinar on creating video for virtual programming: Karen Jarzabski, Highland Park Public Library (virtual storytimes); Melissa Hozik, East Brunswick Public Library (adult programming); Andrew Eason, Plainfield Public Library (OBS streaming software)

## 12. Old Business

- a. EDI (Selwa): "Juliet Mache and Jen Schureman Brenner will be meeting with Ralph Bingham about creating a blueprint for libraries in NJ to implement EDI work. It would make sense to coordinate any PD offering with them once planning is underway. My sense is that many of us are trying to reinvent the wheel and this would provide a framework and save libraries a great deal of time." Possibly have a half-day session in all three regions on implementing EDI (Selwa Shamy)

## 13. Future Meeting Dates

Third Wednesday of the month at 2 p.m. or fourth Monday of the month at 2 p.m.?

**Adjourn at 3:02 p.m.**

After the meeting, Eric sent a Doodle poll, and the time that suits the most number of committee members is the third Wednesday at 2 p.m. However, the September meeting will be held the fourth Wednesday of the month because Yom Kippur falls on Sept. 15.

**Sep 22, 2021 02:00 PM Eastern Time (US and Canada)**

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<https://us02web.zoom.us/j/85247145209?pwd=ajR2SGNМУHhiREZjMk5Mbjk5Q0dHdz09>

Phone: +1 646 558 8656 US (New York) / +1 312 626 6799 US (Chicago)

Meeting ID: 852 4714 5209 / Passcode: 381198

One tap mobile

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- **Oct 20, 2021 02:00 PM**
  - **Nov 17, 2021 02:00 PM**
  - **Dec 15, 2021 02:00 PM**

Same URL for all three meetings:

<https://us02web.zoom.us/j/81508482960?pwd=TUJJNE0xQ21WZzdDMjF4eXAzWWV5QT09>

Phone: +1 646 558 8656 US (New York) / +1 312 626 6799 US (Chicago)

Meeting ID: 815 0848 2960 / Passcode: 930585

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