

NJLA Professional Development Committee Minutes

Wednesday, December 21, 2022, at 2 p.m.

Zoom meeting:

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

Attendance: Neil Grimes (William Paterson University Library), Katherine Kotacska (Middletown Public Library), Sarah Mason (Westminster Choir College Rider University), Eric Schwarz (Clarence Dillon Public Library, NJ Department of Transportation Research Library), Susan Vignuolo (Piscataway Public Library).

Planned absences: Jane Jiang, Lisa Thornton.

Start time: 2:03 p.m.

1. **Welcome and introductions.**
2. **Acceptance of minutes from Nov. 16 meeting.**
3. **Surveys about PD needs among association members - Eric / Katie**
 - a. Katie is working with the Technical Services and Collection Development Section on a survey for January.
 - b. Other surveys for early 2023? Possible survey for January to whole membership.
 - c. Next surveys after the Collection Development will be budgeting and social media advertisement. Debbie suggested asking questions in the surveys regarding professional development programming and what libraries want. This could also assist with programming for the rest of the year. Such as “what professional development programs have you attended in 2022 that you found beneficial?”
 - d. Jessica Trujillo asked about doing a survey on another topic (salaries)? Eric to contact her.
4. **Leadership and Education Subcommittee - Eric**
 - a. NJLA internship program. As of Nov. 17, have not heard whether the PD Committee is getting an intern.
 - b. NJLA [Emerging Leaders](#) program: Open to librarians with less than five years of experience. Applications were due Nov. 21 with applicants to be notified by Nov. 28.
 - c. The Leadership and Education meetings are on the 2nd Wednesday of the month at 2 p.m. 2023: Jan 11, Feb 8, Mar 8, Apr 12, May 10, 2023.
5. **Core competencies/library job titles**
 - a. [Professional Competencies document](#) (63 pages). In final editing stages? Executive summary?
 - b. Possibly put it on our NJLA website under continuing education and resources.
6. **Professional Development Newsletter / Website - Eric / Susan**

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- a. Publishes January, May, September. Next issue: Jan. 23, 2023.
 - b. Profile: Well, How Did I Get Here? Ashley Mitchell (who has worked with us on the D&O calendar) will write this profile for the January newsletter. Susan, Eric editing.
 - c. James Gross (West Deptford Free Public Library) wrote about free Marc21 software for cataloging. Susan is editing.
 - d. Susan wrote *The Post-Pandemic Public Library*, edited by Neil.
 - e. Lisa to write about mentorship and networking, also per Neil's suggestion. (May be for May newsletter.)
 - f. Darby Malvey of LLNJ writing about relaunch of mentor directory. Deadline: Jan. 10. (Old profiles to be deleted Jan. 11. Relaunch date TBD.)
 - g. Susan to write blurb on Dec. 16 NJ State Library webinar, "Social Work Informed Library Services in New Jersey."
 - h. Eric to write welcome letter.
 - i. Potential news items: Internships, PD survey, salary guide. Emerging leaders.
 - j. Previous events. Can link to [LLNJ newsletter](#).
 - k. Recap of Academic Library Conference.
 - l. Upcoming events.
 - m. Newsletter site: http://njlamembers.org/pd_newsletters
 - n. Neil will be writing a piece for the May newsletter, before the conference. Possible article on highlighting digital equity through the NJSL + Partners Digital Literacy Hub & Spoke Library program at the Trenton Public Library and the Bradley Beach public library. Plan to interview librarians involved with this initiative. Susan will assist with interviews and the article.
- 7. Conference Planning - Neil**
- a. [2023 Conference](#): May 31-June 2, again at Harrah's, Atlantic City. Theme: Sustainably Forward.
 - b. Conference proposal deadline was **Nov. 30**. Conference chairs to respond in winter or spring.
 - c. Final proposals from PD Committee (to be updated after submission deadline):
 - i. [Early Career Librarians: Sustaining Your Career](#) (mentorship and early career librarians, Lisa. Katie and Sarah will be panelists.) (proposal submitted)
 - ii. Digital Equity and the 21st Century New Jersey Public Library - Panelists - Richard Loomis, Douglas Baldwin, Piscataway Public Library, Digital Services Manager, Somerset County Library System of New Jersey, William Porter, Sussex County Library (proposal submitted)
 - iii. Digital Literacy (different from digital equity). To be co-sponsored by Technology Section. (Delay in communication with possible panelists resulted in missing the proposal deadline - tabled until next year.)
- 8. PD programs / speaker fund - Eric/Neil**

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- a. No funding requests since previous meeting (\$2K a year total outside of conference).
- b. Grants workshop - searching for and writing statements for smaller grants (\$1K to \$25K). Neil might do the grants webinar in April or early May.
- c. Possible program on libraries serving the mental health needs of their communities and themselves.

9. Serving Spanish speakers - Neil

- a. Neil is looking into an IRB proposal at William Paterson University.
- b. [Outline](#)
- c. Recruitment email sent out seeking Spanish-speaking librarians/staff to be part of the research study. Five librarians and some staff members expressed interest in being a part of the research study. Initial Zoom discussions with library worker participants are tentatively set for January.
- d. Neil is looking to bring librarians in to determine what questions should be asked. Wants questions in Spanish. Still in planning phases of research study. Will meet with librarians who signed up to discuss research study and questions to be asked in the survey. Needs assistance in conducting the survey. More to follow. Focus will be on adult Spanish-speaking community members, 18 and over. Working on getting the survey to libraries with high Hispanic populations. Neil wants to know if the libraries are providing programming to Hispanic populations and determining if their needs are being met.

10. Equity Scholarship Mentorship Program - Neil

- a. NJLA awarded \$8,500 each in equity scholarships to nine library students of color. The program includes a (virtual) mentorship program.
- b. Conversation indicated a need for training for library administrators and boards
- c. LibraryLinkNJ - Lead forum to support scholarship
- d. LibraryLinkNJ - MentorNJ - Discussion of forum for training
- e. Conversation during meeting brought up idea of need for individual mentor
- f. Kate Jagers indicated a future discussion was needed to work out all the details.
- g. LibraryLinkNJ will be leading the scholarship program and mentorship opportunities. Brought up getting individual mentors for the recipients. Kate Jagers is working out the details for the scholarship recipients. LibraryLinkNJ will be working out the mentorship opportunities. More to follow.

11. Updates from other NJLA committees/sections/task forces

- a. NJLA meetings are listed on the [calendar](#).
- b. Email Ashley Mitchell (amitchell@camdencountylibrary.org) if you want to help edit the D&O PD Calendar.
- d. Salary guide from Personnel Administration Subcommittee. The executive board approved the guide on Dec. 13.

12. Updates from NJLA Executive Board - Allen and/or Carina

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- a. (Allen's updates)
- b. (Carina's updates)
- c. Executive Director search

13. Previous/Upcoming PD programs from NJLA and other organizations

- a. NJLA 2022 Diversity and Outreach Section's Breaking Down Barriers Unconference - Thursday, Nov. 17 at Elizabeth Public Library (11 South Broad Street). <https://librarylinknj.org/njla-diversity-outreach-unconference>
- b. [Librarians and Dragons](#) (Dungeons and Dragons) - online/YouTube event at 2 p.m. Thursday, Nov. 17. Carina is participating.
- c. [NJ Association of School Librarians \(NJASL\)](#) from Dec. 4-6 in Atlantic City. Neil is presenting at the conference with NJLA President Jessica Trujillo on partnerships between school libraries and public libraries as well as partnerships between school libraries and academic libraries.
- d. [NJ Academic Libraries Conference](#) - Friday, Jan. 6 via Zoom. The NJ Academic Libraries conference is the largest gathering of academic librarians in NJ. There is no cost for attendance to the conference. The conference schedule and online registration form can be found: <https://vale.njedge.net/events-meetings/annual-conference/>

14. LibraryLinkNJ

- a. [LibraryLinkNJ events](#)

15. Social Work Informed Library Services in New Jersey - Neil/Susan

- a. NJ to be the first state in the country to have social work practicum students serve patrons in NJ public libraries on a statewide basis.
- b. Information session sponsored by NJ State Library was held Dec. 16. <https://www.njstatelib.org/news/join-njsl-social-work-informed-library-services-in-new-jersey-for-an-information-session/>
- c. Neil/Susan may write about this for the newsletter.

16. Zoom administration - Eric/Bonnie

- a. The PD Committee is responsible for setting up Zoom meeting links for all sections and committees of NJLA.
- b. Library Workers of Color - Eric handled change of meeting date to Dec. 20 from Dec. 27.

17. 2022-2023 term (July 1, 2022, through June 30, 2023)

- a. Future meetings, all Wednesdays at 2 p.m. via Zoom.
 - Jan. 25, 2023 (4th Wednesday of the month)
 - Feb. 22, 2023 (4th Wednesday of the month)
 - March 22, 2023 (4th Wednesday of the month)
 - April 26, 2023 (4th Wednesday of the month)
 - May 24, 2023 (4th Wednesday of the month)

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- June 28, 2023 (4th Wednesday of the month)

18. Adjournment (time): 3:07 p.m.

2022-2023 committee members:

Deborah Fagnan (Sussex County Library), Jill Faherty (South Orange Public Library), Neil Grimes (William Paterson University Library), Jane Jiang (Union College Library), Katherine Kotacska (Middletown Public Library), Bonnie Lafazan (Springfield Public Library), Sarah Mason (Westminster Choir College Rider University), Natasha Mikulich (Monroe Township Library), Barbara Pickell (Red Bank Public Library), Eric Schwarz (Clarence Dillon Public Library, NJ Department of Transportation Research Library), Lorri Steinbacher (Ridgewood Public Library), Seth Stephens (Jefferson Township Public Library), Lisa Thornton (Seton Hall University Library), Rosary Van Ingen (Hoboken Public Library), Susan Vignuolo (Piscataway Public Library).

Ex officio members:

Cynthia Becker (Bradley Beach Library), Carina González (Piscataway Public Library), Allen McGinley (Westfield Memorial Library, NJLA Executive Board Liaison), Jessica Trujillo (Edison Public Library).