

NJLA Professional Development Committee Minutes

Wednesday, January 19, 2022 ~ 2 p.m.

Zoom meeting

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

The meeting began at 2:05 p.m.

Attendance: Eric Schwarz, Deborah Fagnan, Selwa Shamy, Katie Kotacska, Neil Grimes, Sarah Mason.

1. **Welcome and introductions.**
2. **Acceptance of minutes from December 15 meeting.** Eric moves to accept the minutes and Deborah seconds.
3. **Executive Board update (Selwa)** - Review of Dec. 21 and Jan. 18 meetings.
4. **Funding of PD Program speakers** - Katie / Ellen / Eric.
 - a. \$2,000 fund approved by the NJLA Executive Board for 2021-2022. (For reference: [old guidelines](#)).
 - b. Patty Anderson proposal. (Grant-writing workshop to be held in late June or early July, \$225 plus mileage if held in person. Proposal, resume, letter of reference, and PowerPoint presentation at previous link.)
5. **Core competencies/library job titles** - Rosary / Lisa / Molly / Deborah.
 - a. Information is on the PD Google Drive.
 - b. As of Oct. 20, the document was 65 pages long and covers academic, public, and school library titles.
6. **Surveys about PD needs among association members, as well as indoor/virtual programs** - Katie
 - a. The first survey is at <https://forms.gle/pSza8eyWXtFtL4YJ8> (open through Jan. 31). 104 results as of Jan. 19. Series of six emails promoting the first survey (including the newsletter promotion email).
 - b. Future surveys: March: Personal/career professional development; May: Programming (for your community/patrons).
 - c. Another survey on EDI issues?
 - d. Distribution of survey results.
 - e. As an example of categories we might want to survey our members on, ALA breaks down its [eLearning categories](#) as follows: Administration & Leadership; Advocacy; Archives & Records Management; Collection Development; Equity, Diversity, and Inclusion; Cataloging; Information Literacy & Library Instruction; Intellectual Freedom & Copyright; Marketing & Outreach; Programs & Services; Reference.
7. **Professional Development Newsletter / Website** - Eric

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- a. [Winter 2022 issue](#) went out Tuesday, Jan. 18. A separate email promoting the newsletter was sent.
 - b. Editor/editorial board: Eric, Selwa, Molly.
 - c. Contents for this issue: Welcome Message (Eric), news, upcoming events, In-person conference experiences (Neil), Career profile (Sarah), Past events, Resources.
 - d. Sections/columns include as follows (not every newsletter issue has to have every section: Welcome Message; Upcoming Events; Feature Article(s); Community Partners; Well, How Did I Get Here?; Mind, Body, and Soul; Past Events; PD Resources.
 - e. Suggestions for May issue?
 - f. Minutes for meetings through Nov. 17, 2021, are now on the [website](#).
- 8. Updates from other NJLA committees/sections/task forces**
- a. Reference and Adult Services section meeting held Jan. 18. Some libraries are back to curbside delivery, either indefinitely because of a surge of COVID cases (example: [Long Branch](#)) or temporarily because of staffing issues (example: [Tenafly](#)). There was also a discussion of conference proposals and multiple other topics.
 - b. Other NJLA meetings are listed on the [calendar](#). (Reminded Karen on Jan. 19 to add January-June PD meetings.)
- 9. Mid-Career Series**
- a. Upcoming spring series Well, Now What? A Series for Mid-Career Librarians. Sponsored jointly by NJLA and LibraryLinkNJ, will focus on helping mid-career librarians explore what they want next from their career — and how to get there — through webinars, panel discussions, and more!
 - b. Details, including dates and specific session topics, are coming soon!
 - c. Kae Bara Kratcha will do a resume writing and career change workshop from 3:30-5 p.m. on Thursday, March 3, via Zoom. LLNJ is covering the \$400 speaker fee. Kae has signed the contract. Registration is coming soon.
 - d. Planning committee: Mi-Sun Lyu and Darby Malvey from LLNJ, Kate Jagers, Jessica Trujillo, Emily Witkowski, Eric Schwarz.
 - e. Planning meeting: Thursday, Feb. 3, 2022, 10 a.m. Contact Darby Malvey if interested.
- 10. Other upcoming PD Committee Programs/Virtual Keynotes/Webinars - Placeholder.**
- 11. Upcoming PD programs from other organizations:**
- a. [LibraryLinkNJ events](#)
 - b. Library 2.022 mini-conference: [Virtual Reality and Learning: Leading the Way](#), will be held online (and for free) on Tuesday, March 29, 2022 (3-6 p.m. ET).

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12. Conference Updates

- a. Conference to be held June 1-3.
- b. Reference and Adult Services Section — Conference proposals accepted: Effective Presentation Skills: Practical Tips for Success; Thursday, June 2, 4:10-5:00 PM, Wildwood 6 & 7; Something's Got to Give: When to Say No, and How; Friday, June 3, 2:10-3:00 PM, Wildwood 10 & 11. Conference proposal not accepted (revise and resubmit next year): Databases: Tips and Tricks and Something New.

13. Previous NJLA Events - Covered in newsletter:

- a. PR Spotlight on Jan. 13 was very inspiring. Lots of ideas to copy.
- b. Academic Libraries Conference on Jan. 7.
- c. Beyond the Image of Diversity: How to Create a Culture of Inclusion on Nov. 5.
- d. Information Equity Conference, on Oct. 25.
- e. In, Out, & In Between on Oct. 12.

14. Next meetings:

- a. Third Wednesday of the month for the rest of the term (through June 2022), all at 2 p.m. via Zoom:

<https://us02web.zoom.us/j/81508482960?pwd=TUJJNE0xQ21WZzdDMjF4eXAzWWV5OT09> / Meeting ID: 815 0848 2960 / Passcode: 930585 / Dial-in: +1 646 558 8656

- b. Schedule:

Wednesday, February 16, 2022, from 2 p.m. to 3 p.m.

Wednesday, March 16, 2022, from 2 p.m. to 3 p.m.

Wednesday, April 20, 2022, from 2 p.m. to 3 p.m.

Wednesday, May 18, 2022, from 2 p.m. to 3 p.m.

Wednesday, June 15, 2022, from 2 p.m. to 3 p.m.

15. Old business / Good of the order

16. Adjournment (time): 3:10 p.m.

Members:

Theresa Agostinelli (LibraryLinkNJ), Neil Grimes (William Paterson University), Katherine Kotacska (Middletown PL), Sarah Mason (Westminster Choir College Rider University), Barbara Pickell (Red Bank PL), Eric Schwarz (Clarence Dillon PL), Selwa Shamy (Montclair PL), Seth Stephens (Jefferson Township PL). PLANNED ABSENCES: Ellen Callanan (Sussex County Library, probably will be absent), Deborah Fagnan (Ridgefield Park PL), Molly Hone (Montville PL, possibly will be absent), Lisa Thornton (Scotch Plains PL), Rosary Van Ingen (Hoboken PL).

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Ex officio members: Cynthia Becker (Conference, Newark PL), Pham Condello (Conference, Old Bridge PL), Joslyn Bowling Dixon (Leadership & Education, Newark PL), Kate Jagers (NJLA President, Highland Park PL), Juliet Machie (NJLA ED, NJLA), Jessica Trujillo (NJLA VP/President-Elect, Montclair PL), Emily Witkowski (Leadership & Education, Maplewood PL).