NJLA Professional Development Committee Meeting
May 19th, 2017 via Adobe Connect
Minutes

1. Minutes recorder: Alyssa Valenti
2. Overview of NJLA Conference Programs - Thanks to Robin for coordinating everything!
   ○ The Google Doc for the continuing conversation from our PD table is available here: INSERT LINK and should be shared with committee leadership

3. Virtual Keynotes
   ○ Upcoming keynote is Kathy Dempsey, Elevator Speeches, June 7, 2017 - 10:30am to 12:30pm
      ■ Registration: **http://njla.adobeconnect.com/kathydempsey/event/registration.html** (There are 36 registrants so far.)
      ■ Moderator- Jennifer, Tech - Alyssa
   ○ Idea for future virtual keynote speakers- Junot Diaz, Michael Stephens, Mary Engelbreit, Ann Patchett?

4. PD Website
   ○ John has been updating the website with content, minutes, agendas, etc.
   ○ We want to add a list of free program venues in different parts of NJ. Rosary and Robin have volunteered to coordinate information about the venues to post publicly. Joanne can help with this task.
   ○ Joanne has been working on revising the program planning document that she had originally created but will incorporate the revised decisions that have been worked on this year.
   ○ John will include these in the website right away.
   ○ Theresa is going to create a screencast de-mystifying the new procedures in order to help people understand them and to be as transparent as possible in getting the new procedures out and understood.
   ○ Website can serve as a place to host conference documents, ppts, handouts, links to these resources, etc. from various places like VALE, NJLA, NJASL, etc. John Daquino volunteered to look into using the website for this purpose.

5. Documentation for PD Committee tasks to help with leadership transition for committee chairpersons. These tasks should be completed by July 1.
   ● Professional development submission form instructions (John & Annemarie)
   ● Adobe Connect (Alyssa)
   ● SurveyMonkey (Theresa)
   ● Website updates (John) backend, steps to take, using the software, updating, etc.
   ● Screencast for professional development program guidelines (Theresa)

6. Professional Development Collaboration Form
   ○ The purpose of this form is to collect data to help people identify NJLA members that they can collaborate with for various things like conference programs, other

events, publications, etc. Ideally, it can help a person find someone with a specific expertise, or someone with similar interests. https://docs.google.com/forms/d/1DE9-h0ZDgW7c4NmgARynFf_san1ibowfmnPhbj2DKDE/edit

7. Summer In-Person Event
   ○ Mindfulness event with Peter Dlugos, etc. @ Bergen Community College's Paramus Campus Date? Start with yoga?

Future event ideas:
   ○ Microconferenes should be brought back. The idea may be to repeat programming in different parts of the state.

8. Implementation of revised professional development procedures (we are already receiving questions)
   ○ https://docs.google.com/a/njlamembers.org/document/d/1JdDrZRj55vcyg74SSD_2KDbRFuShc9ngFYQkphfVxXE/edit?usp=sharing

9. Next meeting, last meeting of the 2016 - 2017 year - preferably in-person, send out a poll to find out how and when people can meet, perhaps at Middlesex County College