

2023/2024 CEG Rolling Agenda

Meeting Details

Second Thursdays of each month, 11am-noon for Community Calls

Third Tuesdays of each month, 2-3pm for CEG Meetings

Join Zoom Meeting <https://orbiscascade-org.zoom.us/j/87973836647>

[Alliance Code of Conduct](#)

CEG Documents and Links

- [Community Engagement Group Folder](#)
- [Planning Document](#)
- Group Email Address - rsf-ceg@orbiscascade.org

June 18, 2024

Participants: Amy (absent), Galin, Dawn, Jackie, Roman

Notetaker: Galin

- Helmer Award ideas and input:
 - Go forward with the wellness topic or select another one?
 - 1) Roman notes that a lot of library workers are burned out after COVID.
 - 2) Dawn agrees that wellness is an important issue
 - 3) Lori would like it also to be uplifting and offer resources
 - 4) Jackie: Assign members some summer reading so as to be better prepared to draft a proposal
 - 5) Do we want to expand the topic to cover the concept of the “workplace” and go beyond just libraries?
 - 6) Roman thinks this would be good to broaden it. May also include ergonomics, health, mental health, mind/body mix.
 - 7) Dawn: interested in getting tips on how to process external stimuli/stress in the moment in the workplace.
 - 8) Especially if you’re dealing with difficult interactions in access services.

9) Maybe a 3 part series? Include :Mental health, ergonomics, negative aspects of burnout and then fostering mindfulness/wellness.

10) Lori suggests stretch breaks 😊

- Go over Amy's [document](#)
- Contacts with potential speakers- Dawn's concern is to make sure they're inspiring and it's not just a monotone webinar.
 - 1) Jackie, Dawn & Roman- make contact with possible speakers to determine pricing.
 - 2) Do we want to wait to get more ideas?
 - 3) Dawn suggests reading some of the speaker's work before reaching out.
 - 4) Roman suggests seeing if their work is on YouTube to see if it resonates.
 - 5) Dawn also suggests getting some input from the new CEG members.

Lori reviews with us the Helmer Grant requirements. May have to expand and massage the section about providing unique opportunities.

- Ask for the max or go lower - or offer contingencies for either
 - Audience numbers - how many people can attend for the fee
 - Is there value in a survey - helpful for the grant - % interested member staff. Could also help with finding the "right" speaker
 - Find a couple volunteers to make preliminary survey
 - Summer goals: Read and add links to the Helmer Award Research Grant document.
 - Jackie, Dawn & Roman & Lori will meet in August to talk about research findings. Jackie will email in early August to set up a meeting.
 - Helpful for recruiting at Summit/Fulfillment Days: Please join us to work on a very interesting grant project.
- Do we add a meeting? Two CEG meetings plus the Community Call each month? - Spotlight on Roman: we don't necessarily need another meeting but perhaps making the meetings slightly longer.
 - Apart from the CC and developing an agenda, not a lot of other work got done.
 - Maybe schedule 2 and drop to 1 if it's too much. It would be nice to have the time to debrief the Community Call.
 - Mentorship program will take additional time
 - Add an introduction meeting where we can take the time to figure out who we're working with - build relationships
 - Thank Yous
 - [Galin's Thank You Card](#)

May 21, 2024

Participants: Galin, Amy, Roman, Dawn, Jackie

Notetaker: Lori

- Update on S&F Days (Jackie)
 - Majority of CEG have registered
 - [Full schedule \(Tri-Cities is super beefy!\)](#)
 - Roman, Galin & Dawn are all presenting
 - Registered 14, 5, 7, 7 - some may be waiting for end of term
 - Registration closes June 19
 - Could work on a ride-share plan
 - At the end of each day is a TOU cleanup session - Bring a laptop!
- [Annual CEG Report](#)
 - Added some language to a few of the sections
 - Overall feeling that it's a solid document
 - Some questions about mentorship program - contents and timeline
 - One year planning, one year doing
 - Document approved and ready to send
 - Dawn will email it to Isaac this week and cc Galin and Lori
- Plan and discuss the next Community Call with Emergency Preparedness as the theme. Think natural disasters, cyberattacks, sudden mishaps such as floods, roof collapse, etc., etc.
 - Ask for a couple of presenters? Experiences, policies
 - At OHSU new document on tech systems and failures
 - Both physical space and virtual services - so much is remote and electronic based
 - Cyber-attack fliers in the stacks!
 - Policies about contact in emergency situations - text, emergency alerts, email. Watch Duty App
 - Health and Safety Working Group (10 people) - creating emergency response plans, who to contact. **Amy will** ask if any of them are willing to talk!
 - Protests? So institutionally driven in response. Each will have different needs or responses and may be out of the library's hands.
 - Allow it to come up organically but maybe not ask for speakers on the topic?
 - Have they changed their policies in light of current events?
 - This discussion will be a long one and could be a separate conversation. - if it comes up long, we could suggest it as a separate call for fall.
 - **Galin will** email RSF Discussion on June 4 with Emergency Preparedness Theme, ask them if they have ideas, policies, procedures, questions?
Dawn will send a reminder on June 10 along with agenda
- Community Call Agenda could also include
 - SF Days advertising
 - Ideas for topics for 2024/25 - what would you like to talk about in the fall?

- Looking for mentors for the mentorship program and new members for CEG
- End of the Year thank yous etc - wrapping up
- Homework - please continue thinking about the Helmer Award for our meeting on June 18

April 16, 2024

Participants: Galin, Amy, Roman, Dawn, Jackie
Notetaker: Roman

- Survey - share results and discuss
 - All 38 institutions replied
 - Code first won out - 75% of the vote
 - Will develop both option 1 and 2 so institutions have the option of having all names match or longer slip names, whichever their preference is.
 - Lori can make templates and push it out, so institutions can take it and modify it to meet their needs.
 - Need to find a way to make all these changes happen at the same time
 - We want to discuss this at the May call, but we don't want to wait to order the book bands because people are running out
 - Send an email with survey results and mock-ups this week
- SF Days Committee update (Jackie)
 - Settled on a theme for SF Days - Review, Revitalize, Revolutionize
 - Planning to send out proposals soon and registration survey on May 14th
 - Should have topics picked and ready to share by next CEG meeting
- May call agenda (too much stuff)
 - Alma feature release
 - FSG Holds Demos
 - Survey results and questions
 - 10-15 mins and further questions can be asked through Anonymous Ask or RSF list
 - Most things can be changed easily, except the book bands, so there is some flexibility if we get a groundswell of pushback
- Only two more CEG meetings left
 - 1) What do we want to accomplish/finish
 - a) We want to get the mentorship program back up and running next year
 - 2) Helmer grant?
 - a) June CEG meeting to discuss this
 - b) Idea: Loneliness in Libraries speaker Galin mentioned

- 3) Think about returning to CEG for 2024-2025
 - a) What does next year look like?
 - i) More meetings, more members?

March 19, 2024

Participants: **Galin, Dawn, Amy, Lori, Jackie, Roman**

Notetaker: Lori

- 1) Feedback/review of the March 14th Community Call
 - a) Student conversation
 - i) Big thanks to Jackie for arranging with Gonzaga (Laura and students)
 - ii) Hearing directly from the students was good. It's easy to infer what's best for them and their answers of what they need from us is different from our perception sometimes. Also cool to hear the structure at Zags.
 - iii) Amy invited a new coworker - students were the best part - validating and informative.
 - iv) Good reminder that we're here for them - in all of our various capacities
 - b) FSG presentations
 - i) Curious to read the documentation, not sure how to use what they presented on.
 - ii) Do they need more than 20 minutes? It can be a lot to absorb. People are maybe needing time to think - might want to slow it down? More time for questions, more pauses for questions.
 - iii) Maybe a highlight or recap/repetition
 - c) Maybe we had a few too many things scheduled
- 2) Planning April 11th Community Call
 - a) Inventory methods and questions
 - i) Programs and software
 - ii) Methodology
 - iii) Weeding tie-in / recycling process
 - b) **Dawn will** email the RSF list this week and ask for people to share
 - c) **Galin will** send a reminder on April 1
- 3) Potential for June: Emergency preparedness
 - a) Security breaches / cyber-attacks
 - b) Natural disasters
- 4) Recap of projects:
 - a) Bookband/P-slip group
 - b) Survey timetable
 - c) Summer meeting planning group update (1st meeting March 22nd)
- 5) May meeting
 - a) Spend a chunk of time talking about how to prep for Helmer discussion
 - b) Discuss who's staying and who's going in preparation for recruitment

- 6) Helmer Award Discussion
 - a) Build the bones for the next group
 - b) Homework: **Everyone will** take a look at [past proposals](#) before the May meeting
 - c) Isolation is a current issue and topic
 - d) Lots of speakers to explore
 - e) Use the whole June CEG meeting for this topic
 - i) Brainstorm ahead of time to lay the groundwork
 - ii) Come prepared to build something in session

February 20,2024

Participants: **Galin, Dawn, Amy, Lori, Jackie**, Roman (out)

Notetaker: Galin

Guest: Elizabeth Duell

Agenda:

- 1) Report from Elizabeth about planning for regional meetings (Summit Fulfillment Days)
 - a) Dates:
 - i) Clark College Vancouver July 18
 - ii) TESC Olympia July 25
 - iii) WSU Tri-cities August 7
 - iv) UO Eugene August 22
 - v) Reservations are 8-5 but will be dependent on content, travel time, etc.
 - vi) FSG will also be contributing so some of their members will be in actual attendance.
 - vii) Some content will happen only at individual regionals
 - viii) No Zoom options due to the expense of cameras, etc. One section will actually be a hands-on presentation from FSG.
 - ix) Limit to 50 people per location due to costs
 - b) Planning Committee- Recruitment starts: NOW! Send out request and have replies sent to Lori, Galin or Dawn
 - i) **Lori will** write the recruitment email and send draft to the group.
 - ii) **Jackie will** gladly be on the committee!
 - iii) **Elizabeth will** support the planning committee
 - iv) There may not be enough of us to do this work ourselves
 - v) Term of March through August
 - vi) They will do the content and agenda
 - vii) Elizabeth will do catering, booking, registration, etc.
 - viii) Elizabeth has past surveys and proposal signups that we can adapt to this situation

- ix) Should we ask FSG and SSG if they want to be on the planning committee
- x) Overlap with DUX - book challenges
- xi) Get content for the program and then determine numbers?

2) Project Groups reports: Lori, Amy, Elizabeth

- a) Lori: Book Band group met along with the p-slips group. 3 examples will be presented:

First: w/ just codes

Second: w/ codes & then full names

Third: full names first & then codes

Call#s more visible and ship to

- b) Elizabeth: Framework set up and now need to discuss just with the bookband group
Meeting needs to then be set up with the p-slip group w/ Galin & Dawn in attendance

- c) Documentation/spreadsheet will be provided

3) Review of Feb. Community Call

- 1) Lori liked the creation of the folder to add content about student training but everyone needs a reminder that the folder is there and they can add to it.

- <https://drive.google.com/drive/folders/1RwGMz0WRpz2BjvIHIV2stVa4Ua39E9Mg>

4) Review agenda for March 14th Community Call -

- https://docs.google.com/document/d/1T1KuOTwq_BwmNDBicnKAwdXO-z_msJwzfk7ra8WOBCI/edit

- Jackie will email RSF Discussion to see if someone has a student employee willing to talk to for 5 mins~ about being a student employee, how they do their job? great projects, good training tools, motivational techniques or anything else they want us to know. Send by February 26.
- Highlight the documents in the folder. Galin will email RSF Discussion reminding about the extension of student discussion into March call -remember to add documents to the folder.
- Challenges. How would you work with this?
 - Managing time
 - Student budgets low - not enough employees
 - Balancing over-achiever and no-shows

January 16, 2024

Participants: Galin, Dawn, Amy, Lori, and Jackie

Notetaker: Lori (next time Amy) Okay to take notes - Lori, Amy, Roman

Agenda:

- 1) Review of last week's RSF call
 - a) iAny takeaways?
 - b) They seemed to like the plan - develop 3 versions of slips and book bands
 - c) Amy and Jackie will check to see if they have time to be on the subcommittees
 - d) Reaching out to people - one book band and one pull slips committee; 3-4 people in each group.
 - i) Galin and Jackie will contact the "For Sure" and "Interested" people
 - ii) OSU volunteers need to be in two groups so as not to dominate the discussion
 - iii) Email this week, responses by next Wednesday (weather permitting), groups confirmed by end of the month
 - e) Possibly 3-5 hour time commitment, 3 meetings? 4-6 weeks tops
- 2) Planning February Community Call:
 - a) Time for FSG/SSG to discuss February's Feature Release (15-20 min.)
 - i) Lori will contact Ruby & Jenny to see how much time they'll need
 - b) Student Employee Training & Supervision session 1: (15-20 min.)
 - i) Discussion ideas :Successes and ideas
 - (1) Successes- Things you've done in the arena of scheduling, motivation, interesting projects.
 - (2) Challenges - Areas of struggle, advice needed
 - (3) Documentation and training tools- Reach out to any volunteers who might want to share in the next meeting. A student would be great! Amy will check with her awesome student.
 - ii) Where should we put the documentation we gather? Homework: All of us will think about this <https://www.orbiscascade.org/programs/rsf/>
- 3) Helmer Award:
 - a) All of us will think about ideas on how to set up for success next year?
 - i) Review what was done during the pandemic - how can we build on that
 - ii) \$ for potential speakers
 - iii) Topics for specific speakers that would be useful
 - iv) Many of the winners had very specific, academics-based applications - we could ask people to find citations about moral and burnout post-covid
 - v) Should we dedicate April or May meeting to building this so the fall group?

January 10, 2024

CEG Survey Review

Participants: (Dawn, Jackie, Galin, Amy)

Notetaker:

[RSF Slip Configuration Answers from Survey](#) - Spreadsheet

[RSF Slip Configuration Answers from Survey](#) - PDF

[Comparing the Codes](#)

- We don't currently don't have a deadline for the Bookbands - it's about a month and a half process.
- It biggest part is that the consistency is that people want the same codes
- Libraries change their pull slips - so having a hard and fast slip that everyone has to use isn't going to be well accepted
- Whatever the decision is to use as codes, the responders really want consistency, but there are many ideas as to what that should look like. The group will probably need to make the decision and then work with the issues as they fall
- Having the dropsite/shipping code on the p-slip
- The pick up location is very important and is often different than the ship to and needs to stay
- Training question - recorded was 78% and written was 72% - those who wanted and who didn't want training was almost even. Something that gives a good overview and the written for the on-the-spot questions

SUMMIT REQUEST

Patron:

Due Date:

Notes:

To request a renewal, log in to your library account. Late fees may occur; lost or damaged - \$50. Date on hold shelf.

To:

COCB-Bend	REED-Portland
CWU-Ellensburg	ST MARTIN'S-Lacey
CHEMEKETA-Salem	SEATTLE PACIFIC-Seattle
CLACKAMAS-OR City	SEATTLE U-Seattle
CLARK-Vancouver	SOU-Ashland
EOU-La Grande	SOU-Medford
EWU-Bellevue	THE EVERGREEN-Olympia
EWU-Cheney	U IDAHO-Moscow
GFOX-Newberg	U OREGON-Eugene
GONZAGA-Spokane	U OREGON-Portland
LANE CC-Eugene	U PORTLAND-Portland
LEWIS&CLARK-Portland	U PUGET SOUND-Tacoma
LINFELD-McMinnville	UW-Seattle
LINFELD-Portland	WALLA WALLA College-Place
MHCC-Gresham	WARNER PACIFIC-Portland
OHSU-Portland	WSU-Pullman
OIT-Klamath Falls	WSU-Spokane
OIT-Wilsonville	WSU-Tri-Cities
OSU-Bend	WSU-Vancouver
OSU-Corvallis	WESTERN OR-Monmouth
OSU-Newport	WESTERN WA-Bellingham
PACIFIC U-Forest Grove	WHITMAN-Walla Walla
PACIFIC U-Hillsboro	WHITWORTH-Spokane
PORTLAND CC-Portland	WILLAMETTE-Salem
PSU-Portland	WILLAMETTE-Portland

FROM: OSU-NEWPORT "DO NOT REMOVE"

Summit

ORBIS CASCADE ALLIANCE

TO

PATRON

DUE DATE

NOTES

Central OR CC	COCB	Reed Coll	REED
Central WA U	CWU	St. Martin's U	STMU
Chemeketa CC	CHEMEK	Seattle Pacific U	SPU
Clackamas CC	CCC	Seattle U	SEAU
Clark Coll	CC	Southern OR U - Ash	SOU
Eastern OR U	EOU	Southern OR U - Med	RCC
Eastern WA U - Bel	BCC	The Evergreen State C	TESC
Eastern WA U - Che	EWU	U Idaho	UI
George Fox U	GFOX	U Oregon - Eng	UO-ENG
Gonzaga U	GONZ	U Oregon - DMBS	UO-DMBS
Lane CC	LANECC	U Oregon - PDX	UO-PDX
Lewis & Clark	LCC	U Portland	UPORT
Linfeld U - McM	LINF-MAC	U Puget Sound	UPUGS
Linfeld U - PDX	LINF-PDX	U Washington	UW
Mt. Hood CC	MHCC	Walla Walla U	WALLA
Oregon Health & Sc U	OHSU	Warner Pacific U	WPU
Oregon Tech - K Falls	OIT-KFLS	Wash. State U - Pul	WSU-PUL
Oregon Tech - Wils	OIT-WILS	Wash. State U - Spok	WSU-SPOK
Oregon State U - Cas	OSU-CSC	Wash. State U - Tri	WSU-TRI
Oregon State U - Cor	OSU-COR	Wash. State U - Van	WSU-VAN
Oregon State U - Npt	HMSC	Western OR U	WOU
Pacific U - FG	PU-FG	Western WA U	WWU
Pacific U - Hls	PU-HLS	Whitman Coll	WHTC
Portland CC	PCC	Whitworth U	WWORTH
Portland State U	PSU	Willamette U	WU
		Willamette U - PNCA	WU-PNCA

DO NOT REMOVE THIS STRAP

Overdue fines according to library policy

Replacement charge \$75 + \$15 processing fee

Request renewal through your library account online

FROM

Oregon State University - Newport (HMSC)

DATE PLACED ON HOLD SHELF

- The group talked about Katie's suggestions and didn't think the cities were very helpful. The codes would need to stay.
- Having similar codes would be confusing (CC and CCC) - make them clearer.
- Can we make Bellevue a participating library? What is the relationship with them as a dropsite?
- **Action Item:** Form a group to come up with 3 different versions of the Pull Slips and the Book Straps and show them side by side. Then offer the sets through the RSF groups and then to the community for input. There were 16 people who were interested in serving on the PG
- Does the same group also help with the training videos and documentation?
 - There should be two groups working - one with slips etc and another for the Training videos/document
- For the meeting tomorrow: It was medium priority for the majority; Consistency is key; forming a working group to come up with draft version which will be vetted and then sent out for Community; Thank you to everyone who said they might be interested; Starting with the Pull Slips and bookbands - once those are decided we can work with Expak; once this process is finished, we will be working on video (78% wanted) and written documentation (73% wanted); Waiting for Lori to get well before the conversation about who will be on the Project group
- Ruby O'Connor has asked for some time for the March RSF-Community meeting to talk about Requesting Phase on the Lifecycle of a Loan Project

December 19th

Participants: (Amy, Dawn, Galin-absent, Jackie, Lori, Roman)

Notetaker: Roman (next time ??)

Agenda:

- Heads up that we'll be working together on results of the survey in January and determining a road forward to do the work
 - Hope to have results by Jan. 5
 - We will meet on Jan. 10 at 2:00 pm to go over the survey results
 - **Lori will** send a meeting invite for 1/10
 - **Dawn and Galin will** send out reminders before the deadline
- Agenda for January 11 community call (per planning document)
 - Fresh Start, New Year
 - Ice breaker - thoughts/concerns/ going into the new year?
 - Sharing news about our library community -
 - Mary Cameron retiring at George Fox, Sarah Willhite taking her position
 - General messages campaign
 - Naming and standardization survey results
 - Alert that we'll be asking about Student training ideas in mid January
- Student Employee Training & (Supervision?) - for February Community Call
 - How do we cover this - speakers, documentation
 - Email community and ask "what are your biggest questions or curiosities about student employee training and supervision?" - [answer using anonymous ask](#)
 - What tools have worked particularly well for you? What issues/problems/situations can we address?
 - **Send the email out after the Jan. 11 meeting**
 - Potentially hold two sessions, if we receive a lot of interest
 - Maybe one session for training and another for supervising
 - Another option could be training and supervision for one session and a second in which we discuss real-life problems and horror stories
 - Start with the positive - What techniques have been effective?

November 21

Participants (Amy, Dawn-absent, Galin, Jackie, Lori, Roman-absent)

Notetaker: Amy (next time Roman)

- Discussion of a [Helmer Grant](#) for a “wellness” training
 - 1) Other suggestions welcome
 - a) “Wellness training” idea - Since COVID/pandemic, there has been an emphasis on mental, physical health, etc. in the workplace, but this seems to have gone away recently in our respective libraries.
 - b) A good possible solution would be to coordinate/offer an online wellness training for all members.
 - c) CEG members can work on a draft proposal for the award (**Galin will** create a shared doc.)
 - i) Deadline is Dec. 1, 2023
 - ii) Galin and Dawn will be leads and Lori will help with budget questions.
 - iii) If unable to meet deadline for this year, we will try for next year or try coordinating training this year even without award funds.
 - iv) **CEG members will** think of and share suggestions for potential speakers for the training.
- Debrief about the discussion about 11/9
 - 1) How to prioritize our community’s needs?
 - a) How many members feel impacted?
 - b) Which issues are most important to address first?
 - 2) What changes are realistic?
 - a) This is a complex, wider issue than originally thought based on the 11/9 community call discussion. It seems like another community discussion is warranted, so as many staff as possible have the chance to share their opinions.
 - b) Idea is to create a survey to narrow the issue’s focus, find how many institutions this is impacting, prioritize the issues, and divide up the work on this project.
- Discuss survey questions (posted on 11/30? Due 12/8?)
 - 1) How many?
 - a) Short, max. 6 questions
 - 2) Brainstorm questions
 - a) If we find this is a wider issue, we should possibly form a project group. (This can be one of the survey questions)
 - i) Potential project group priorities
 - (1) Pull slips
 - (2) Book bands
 - 3) Have another community discussion to help inform our survey at the next Dec. 14 community call, then create/send out the survey, and discuss results at the Jan.11 community call (sharing time with Sharing Standing Group).

- a) Send survey out Mon. Dec. 18 and ask for responses by Fri. Jan. 5

- **Lori will** contact Elizabeth and let her know we're delaying on the Survey - no need to send questions to Elizabeth after mtg. She'll help create ad push out the survey
- Community Call for December 14 - Loose Plan

October 17

Participants (Amy-absent, Dawn, Galin, Jackie, Lori, Roman)

Notetaker: Lori (next time Roman)

- 1) Introductions: What institution? What is your role? What is your favorite part of your job? Least favorite? What's your favorite part of the Fall season?
 - a) Galin - she/her - Willamette College of Law, Access Services Librarian and jack of all trades. Searching for instruction librarian! Law students are fun - top tier for the quality of human beings in the programs
 - b) Dawn - Eastern Washington University, ILL and Summit Technician, ILL lending, and Summit lead since the pandemic. Favorite is EVERYTHING! No two days the same. Research and finding the articles and being able to help people. Least favorite - admin type stuff
 - c) Jackie - Access Services Manager, she/her - Saint Martin's University, very small so not so much departmentalized. Student management, back-end Alma. Favorite is student interaction, teaching Summit, scheduling. Least favorite - problematic patrons and end of year reports.
 - d) Roman - he/him - OHSU, relatively small library, but unique because they serve both the university and the clinical staff, access services coordinator, Summit and ready reference, main point of contact. Favorite is participating in big projects - currently weeding an old collection. Least favorite - off campus accounts, they're difficult and head-achy. Prefers summer as he gets older. Loves horror movies in the fall.
 - e) Lori - she/her -
- 2) Note taking assignments
 - a) Hard to take notes while leading the meeting or speaking
 - b) Roman, Galin, and Lori are willing to take notes
 - c) **Ask Amy** her preferences
- 3) What are your expectations and goals for the year within the group?
 - a) Community engagement (hey that's in the name), call content, Helmer grant
 - b) Assessment - is there something we should keep in mind? Attendance?
 - c) Engagement on the email/discussion list - comfort with asking and attempting to answer questions

- d) Allowing everyone to feel that connection and fostering the feeling of “okay to ask”
 - e) Lots of new members, new-hires, lack of cross-over training
 - f) Low stress way and time for people to interact with each other
- 4) Brainstorming programming for November’s Community Call
- a) **Push to January**? Community Call support for tips/suggestions/documentation about student worker training/scheduling, etc.
 - i) Jada already has content
 - ii) **Put out a request** for one or two libraries that would speak for 5-10 minutes? Lightning round style?
 - iii) **Survey community** for what their biggest questions are (supply options and an “anything else” question)
 - b) Katie Bowler from OSU brought up the suggestion of working towards consistency in the pull slips>bookbands>Expak labels. Is this possible? Folks want to know 🙄
 - i) **Ask Katie** to start the conversation - give her 5-10 minutes? - Galin will do
 - 1) Send on 10/25, reminder on November 2
 - 2) Intro, main speaker
 - ii) **Ask Elizabeth** if she’s willing to come talk about courier impacts - Lori will do
 - iii) **Put out a request** for one or two libraries that would speak - Dawn will do
 - 1) Let them know they’ll be in addition to the main discussion - not the main speaker
 - 2) Send on 10/25, reminder on November 2
 - iv) Places that are in question for names:
 - 1) Expak Dropdown List
 - 2) Bookbands and Stickers
 - 3) Alma library and institution names
 - 4) Alma pull slips (pick from shelf AND lending queue)
 - 5) Shelf labels at each library
 - 6) Contact list on the webpage
 - c) Icebreaker/intro question was really popular - let’s do one of those again
 - d) Alma feature release so some info from the FSG and SSG
- 5) **Next meeting**: What is the Helmer Grant? Are we interested in applying for it?
- a) <https://www.orbiscascade.org/about/helmer-award/>

Next meeting: 2:00pm-3:00pm on Tuesday, November 21st (Dawn will be out!)
Next community call: 11:00am-noon on Thursday November 9th