

**Lakeland Library Cooperative
Continuing Education Committee
January 27, 2022
Unofficial Minutes**

Call to Order: 1:00 PM

Members Present: Matt Lubbers -Moore (SF), Heather Wood-Gramza (OZ), Kelly Worden (IB), Alison Taylor (OS), Erin Supri (IS), Jackie Roseberry (NF), Kayla Bambrick (OC)

Absent: Cierra Bakovka (AW), Zandra Blake (GR), Sarah Rinsema (UM)

LLC Representatives: Carol Dawe, Amber McLain

Approval of Minutes: Motion by Erin Supri with support by Kelly Worden to approve minutes as presented. Motion approved.

Approval of Finance Report: No change, no motion necessary.

Discussion Items:

Fiscal Year and Last Event

- *Fiscal Year:* Lakeland Fiscal Year runs Oct 1 to Sept 30. Focus currently is to offer programs before end of FY21-22
- *Last event was De-escalation Techniques with Tiffany Russell:* was a two part program on 9/23/21 and 10/4/21

Survey

- Survey was sent to Lakeland members of all roles – directors, circulation, adult and youth services, managers, supervisors, paraprofessionals, etc
- Role-specific programs were specifically requested.
- Circulation was the highest reporting department on the survey
- Asynchronous learning was the highest requested, followed by in-person, then hybrid in third
- Timing of events was favored around 1-2 hours in the morning or afternoon
- Quarterly was the highest frequency requested
- Frequently requested subjects include: EDI, difficult patron interactions, programming, conflict management, customer service

Original Group Purpose

- CE was originally started as a way for members to get together and discuss what is going on locally and identify and address needs
- Additionally, it was also to provide continuing education programs outside of the larger conferences hosted by larger institutions

Renewed Purpose

- Brainstorming session regarding the growth and shifting of focus
- Take-Home in-service day pack (training pack developed by committee) and provided to libraries to put on on their own

- Mini-conferences that cover many topics to allow networking (a “science fair” approach with tables set up with take-home CE topics)
- Events focusing on networking – programming, outreach, etc in the current climate
- Policies – how to write, how to engage with the right people, who should be writing it, how it is applied, policies for new directors
- Discussion regarding how to engage front-line staff
- Discussion regarding how to show appreciation of member libraries
- Training academies through Lakeland

Next Regular Meeting: February 24, 2022 @ 1 PM

The meeting adjourned at 2:32 PM.

Respectfully submitted,

Amber McLain