



DEI Committee

Meeting Minutes

July 14, 2022, 2:00 pm

Meeting called to order at 2:03 pm by chair

Present: Elizabeth Baker, Committee Chair (Carteret CC); Robert James, Vice-Chair (Nash CC); Nathan Stancil (Johnston CC); Colleen Kehoe-Robinson (James Sprunt CC); Barbara Bera (Central Carolina CC); Touger Vang (Montgomery CC).

Absent: Liza Palmer (Brunswick CC); Retha Hall (Central Piedmont CC); BJ Thompson (Central Carolina CC); Morgan Pruitt (Central Carolina CC).

Agenda:

- Review/approval of minutes June 9, 2022
- Officer positions/member updates
- ALA Diversity Scorecard
- Inclusive Library Services Toolkit
- SLNC Racial Equity Toolkit

Discussion Items:

- **Minutes** from June 9, 2022
 - Robert made a motion to approve the minutes. Barbara seconded the motion.
- **Officer positions/member updates**
 - Elizabeth reminded the group that two members will be stepping back from the committee over the summer to focus on staffing issues at their libraries. These members are expected to return in the fall.
 - Elizabeth reminded the group that the secretary position is still open. If someone volunteers, they would serve until the March conference.
- **ALA Diversity, Equity, and Inclusion (DEI) Scorecard**
 - Robert shared the DEI Scorecard with the group. He reminded everyone that the Best Practices group is using the ALA standards as a basis for the inclusive services toolkit.
 - Robert asked everyone if they interpret the Training and Education question literally. (To be ranked as "excellent" in this category, a library must provide mandatory DEI training twice a year.) Elizabeth responded that her library staff is too small to provide this training themselves. However, DEI training is available to the library staff on her campus and through professional workshops or conferences. Thus, while the library does not provide it, DEI training is available and accessible for the staff to attend.
 - Touger informed the group that he is responsible for staff development training for his entire campus, both DEI and otherwise. With the help of a committee, he said that training happens twice a year.
 - Barbara shared that training on her campus is handled by a committee as well.
 - Robert asked everyone if the committee should endorse or promote the DEI scorecard. A suggestion was made of sharing the scorecard in the NCCCLA Newsletter. The discussion led to writing a monthly contribution for the newsletter. Touger suggested the title "Off the DEI Shelf."

- Elizabeth liked the idea of including a short piece in the newsletter, and she said that she would talk to Angela Davis, who is the webmaster for NCCCLA.
 - Elizabeth said that she would write the newsletter submission; however, she asked for ideas from the group on what to write about. Nathan suggested that the monthly submission to the newsletter be assigned to the committee secretary. Elizabeth liked this idea but reminded the group that the secretary position is vacant.
 - Nathan mentioned that the monthly newsletter submission could include some of the events, happenings, and/or observances included in the Master Calendar.
 - Nathan commented that the DEI scorecard is designed for a wide audience, where our toolkit is tailored to North Carolina librarians.
- **Inclusive Library Services Toolkit**
 - Robert reported for the Best Practices group. He shared the working document that the group is creating. He said that his group has provided links to the items that the document references or cites. He said that the document needs more work, but he thought that seeing it would make the work on the inclusive toolkit more meaningful for everyone else.
 - Elizabeth stated that she liked seeing the growing document. It did give a better picture of where the inclusive toolkit is heading. She asked Robert to share the document with the committee. She asked everyone to review it as homework.
 - Colleen reported for the Learning Outcomes group. She stated that this group took a broad overview when starting to work, thinking about the different supports that people need when they enter the front door. The group wanted to focus on the practical aspect of balancing the needs of library users. They started with the question: what is inclusive? Colleen said that seeing the Best Practices' document will help this group move forward.
 - Elizabeth said that her group has not worked on the introduction and conclusion of the inclusive services toolkit yet. Her group needed to see more of the Best Practices' document as well.
 - In the next committee meeting, the groups will share their progress.
- **SLNC (State Library of North Carolina) Racial Toolkit**
 - Elizabeth told the group that she has not contacted the State Library about attending a meeting. She asked if everyone wanted to hold the next committee meeting in August or if everyone wanted to skip August, and schedule the next meeting in September. The group wanted to skip the August meeting.
 - Therefore, the committee will meet on September 8. The toolkit groups will report their progress during the meeting.
 - Elizabeth said that she would work to schedule the State Library visit in October.

Action items:

- Elizabeth will send the link for the next meeting in September. No meeting in August.
- The groups will continue to work on their sections of the inclusive library services toolkit.
- Elizabeth will ask a representative from the State Library to attend the October meeting to talk about the process for creating the SLNC Racial Equity Toolkit.
- Everyone will review the Best Practices document.

Next meeting: September 8, 2022, 2pm

Meeting adjourned at 2:58 pm by chair

Notes recorded by: Elizabeth