

SPRINGFIELD PUBLIC LIBRARY
ADVISORY BOARD RECRUITMENT TASK FORCE
AGENDA

Virtual

May 30, 2023, 12 noon – 1:00 PM virtual

Present: Carolyn Rebbert, Robyn Loudon, Angela Miceli, Emily David

- Call to Order at 12:02
- No Business from the Audience
- New Business:
 - Brainstorm board recruitment/public relations plan with timeline
 - General discussion on challenges of recruiting people to the Library Board in particular and the BCCs in general
 - i. Need to de mystify what the board does, what BCCs do
 - 1. Create display to explain board's role and what they do
 - ii. Possibly do community presentations
 - 1. Per Mayor: Speak from personal experience, not as a city rep. keep it simple
 - 2. Have handouts with blurbs about each of the BCCs
 - 3. Coordinate with Team Springfield to get the word out
 - 4. Rotary, PTOs, table at summer plaza events, one minute announcement before Springfilm
 - 5. Board using circles of influence
 - iii. Discussed general timeline of recruitment
 - 1. City Manager's Office manages process
 - 2. General timeline: September open recruitment, close late Oct, interviews in November, appointments in December
 - 3. Press releases go out to media outlets.
 - 4. Where else can information be shared?
 - iv. Can meeting be held in areas where board is trying to recruit?
 - 1. Emily will follow-up with CAO & CMO about this
 - v. Coordinate with other BCCs on recruitment efforts
 - 1. Angela was interested to see if we can we have a meeting with other BCCs on recruitment?
 - a. Emily will follow up with CAO & CMO about this
 - vi. Discussion on diversifying the board
 - 1. Accessibility – zoom makes a difference, can make close caption
 - 2. Does time of meeting make a difference
 - 3. Attracting influencers to the board
 - Develop action list for task force and opportunities for board at large
 - i. Robyn will take the lead on creating a traveling display that explains what the library board is and what they do. Display in library but also on plaza during programs
 - ii. Try to schedule a joint meeting of BCCs
 - iii. Get a Board group photo at August meeting

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- iv. Schedule presentations in community
- Discuss meeting frequency
 - i. Will add topic to June LAB meeting for further ideas on display
 - ii. Group will work on pieces of display individually
 - iii. Meet to create display
 - iv. Possible meeting in late summer/early fall to discuss presentation
- Adjourn 12:50