

SustainRT Steering Committee/Committee Chairs Meeting Agenda

December 14th, 2023, 1:00 EST

In attendance

- SustainRT Chair, Mandi Goodsett
- Committee Members and Chairs: Tina Chan, Lauren Read, Sarah Tribelhorn, Lauren Bissonette, Jen Embree, Jenny Garmon, Tera Ray, Sara Dallas, Jen Ferriss, Angele DeNeve
- Guests: Larissa, Jen Smith, Danielle Colbert-Lewis

Committee Chair Reports

Awards (Jenn Washburn and Tera Ray)

- Date of most recent meeting: 12/1/2023
- Notes from that meeting:
 - Discussed sending out information about the CWW and NVS awards to state library associations and public libraries.
 - Talked about different round tables in ALA we could potentially reach out to for award marketing.

Education and Programming (Jenny Garmon)

- Important update 1: I've submitted my resignation from my library and I'm glad to be able to stay on as chair of the committee
- Important update 2: Our ALA Annual 2024 proposal was not accepted.
- Important update 3: Diana shared that Alexandria Public Library will be on track to start the Sustainable Libraries Initiative sometime in 2024.
- Date of most recent meeting: 7 December 2023
- Notes from that meeting:
 - Excellent trip report from Diana's participation at a library sustainability conference in Croatia.
 - Diana connected with librarians from Croatia and Slovenia who could share their experiences with Citizen Science programming
 - Could we offer an honorarium for presenters (\$50-100)?
 - Diana learned about a seed library app in Slovenia that helps the library track the use and effectiveness of the seed library.
 - Where would be the best place to share information about the app?
 - They also discussed ways to discourage air travel to conferences and support alternative travel.
 - Would anyone on the steering committee want to learn how that worked for the conference in Croatia?

- Are there funds available to support Katrina (from the New York Public Library) to participate in LibLearnX in Baltimore?
- Diana found out that LEED certifies furniture!
 “Here are the chairs I'm looking at:
<https://www.thelibrarystore.com/product/19-00175/lounging-chairs>
 You can search for LEED Compliant furniture specifically through The Library Store's website, which is helpful.
 - And here's an article Diana found about some of the specifications of LEED Compliant furniture:
<https://www.usgbc.org/articles/selecting-office-furniture-leed-v41-usgbc-los-angeles>
 - Where would be the best place to share this information?

Membership (Lauren Read)

- Date of most recent meeting: 27 November
- Notes from that meeting:
 - Mentorship program in limbo, >1 month waiting for launch
 - LibLearnX harbor eco tour confirmed: 19 January 2:00
 - Quiz game used as part of RT virtual party

Public Advocacy and Awareness (Sarah Tribelhorn and Erika Jenns)

- Date of most recent meeting: Dec. 7, 2023
- Notes from that meeting:
 - Web Junction Write-Up on Sustainable Swag Rubric - this has been submitted. OCLC will let us know when it is published.
 - Contacting state library orgs about rubric & sustainability pledge - this is underway again. States have been divided between committee members; folks are sending emails. We're receiving more responses/interaction this year.
 - Next meeting is on 1/4/2024 at 2pm, which is adjusted to accommodate the SLI meetings.

Publicity and Outreach (Lauren Bissonette and Elisa Coghlan)

- Date of most recent meeting: 12/12/23
- Notes from that meeting:
 - Blog update 12/11/23: blog migration almost completed, hope to be done by EOM. Looking forward to bringing back blog posting in the new year!
 - Content advertised: New Voices in Sustainability; Virtual Membership Meeting; SustainRT Elections, Webinar: Stronger Together
 - Newsletter: Call for content coming out next Monday 12/18
 - Sustainable Swag article for Web Junction
 - Outreach form: <https://forms.gle/M2nAYht49MaosqkB9>

Sustainability Resources (Angele DeNeve and Jen Ripka)

- Date of most recent meeting: 12/11/23
- Notes from that meeting:
 - Continuing to review [Zotero](#) for broken links and resources needing updated information.

- If you have a new resource to submit, please fill out this form:
<https://www.ala.org/rt/sustainrt/forms/resources>
- Finishing collecting titles and beginning to read and review them for the book list. Planning to have the book list done in March.

EDI Assembly (Jen Embree)

- Date of most recent meeting: Nov. 8th @ 3pm EST
- Notes from that meeting:
 - This was the first EDI Meeting of this year. Were given an introduction to the EDI Assembly and its overall purpose within ALA.
 - There were two guest speakers at this meeting that discussed accessibility and disability awareness in library spaces and services: Carrie Banks and Valerie Lewis. Carrie Banks' presentation focused mostly on accessibility in workspaces and workplace design, while Valerie Lewis focused more on ensuring that hiring practices are accessible and inclusive to all. Powerpoint slides to both presentations are below.
 - If anyone has any topics, resources, events, etc. that they'd like me to share on behalf of SustainRT, please feel free to email me at anytime.
 - Next meeting: January 23rd @ 12pm EST
 - Links:
 - [Meeting Recording \(with captions\)](#)
 - [Carrie Banks PowerPoint](#)
 - [Valerie Lewis PowerPoint](#)
 - [Member Group Updates](#)

Roundtable Session

- ALA executive board update (Sara)
 - LLX is next month
- Contact Sarah if you have questions or concerns: saraedallas@gmail.com Councilor report (Jen F.)
 - Special council meeting on November 30, approved MLIS standards for accreditation, sustainability not interwoven this time, but is taught in library schools as sustainability is a core value
 - SustainRT member option is not shown on LLX registration, ALA will work on counting properly
- [LLX Vendor Awards Update](#) (Jen F.)
 - Jen F. submitted to the exhibitor newsletter about the awards; so far nobody submitted anything
- SustainRT 10 Year Bday Party Recap (Mandi, Tina, Jen E., Elisa)
 - [Padlet birthday card](#) - 51 contributors!
 - Over 70 registrants for party!
 - Congrats to Jen F., our trivia winner :)
 - THANK YOU to party planners and Membership Committee!
- ALA Annual Social with NMRT, GameRT, and RUSA (Mandi)

- NMRT and SustainRT will co-host a free social, then at the same location, people can pay \$15 for the trivia if they want
- SustainRT will pay for refreshments
- Mandi will let NMRT know we approve of the social and will advocate for sustainable food options
- Virtual Membership Mtg (Mandi)
 - Please add to your committee's slide by January 10th:
<https://docs.google.com/presentation/d/1zp4BltUjs39kHOZH3CB04Wba7s-Zsxn/edit?usp=sharing&ouid=111931091134541972580&rtpof=true&sd=true>
- Standing for election in spring 2024: coordinator-elect, secretary, treasurer, member-at-large (Tina)
 - Consider being part of the steering committee and encourage your committee members too!
 - Email Tina Chan for nomination form link at tinachan@mit.edu
- Strategic Planning (Mandi)
 - Appreciative inquiry model will be used
 - Ask constructive positive questions in focus group about strategic direction

Steering Committee Session

Quorum - No quorum so did not approve minutes

- Approve [minutes from November 9th, 2023](#) meeting (Pixie)
- Treasurer's update (Marcy)
- Student membership coupons
 - We have a coupon code!
 - How should we distribute it? How should we advertise it?
 - Mandi will contact NMRT for library school and student chapter email lists
- Elections/nominating committee update (Tina)
 - Nominations due to ALA by December 31, 2023
 - Steering committee approves slate at the January 2024 meeting
 - Candidates invited to prepare blog post in February
 - Voting opens in March 2024 and winners announced in April 2024
- New business - none
- Adjourn - Adjourned at 2:06 pm EST