



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

ARLS Task Force meeting, 8/21/2020

x	Chair – Mary Fellows, UHLS
x	UHLS at Large Member – Natalie Hurteau
x	DA at large Member – Tim Wiles, GUIL
	Small library representative – Vacant
x	Medium library representative: Tracey Pause, VOOR
x	Large Library representative: Tor Loney, APL
x	Adult services representative – Liz Maynard, RCS
x	Children’s services representative - Amy McCarthy, GUIL
x	Teen services representative – Cathy Brenner, BETH
x	At large member – Tracey McSchane, BETH

ARLS Task Force meeting minutes, 8/21/2020

Meeting called to order by M. Fellows at 2:00 pm

Minutes: N. Hurteau will be note taker

New Business:

- M. Fellows welcomed members and announced that there was an opening for the Small Library Representative on the Task Force (TF), and that she may reach out to Melissa Tacke, director of Castleton Public Library, to fill that position, if interested.
- Trust Discussion: M. Fellows explained that the work the TF will be doing is sensitive and the TF members need to build trust. In order to do so, the TF needs to be people of their word and monitor our goals to be realistic. M. Fellow led the TF on an introduction/team-building activity
- M. Fellows led a discussion on the type of culture the TF would like to create to work in. The following words were recorded:
 - Supportive; open; respectful; truthful; authentic; honest; candid; growth; collaborative; integrity; purposeful; rewarding; listening; empathetic; constructive; safe
- Agenda review:
 - M. Fellows appointed C. Brenner as time keeper, role will switch each meeting
- M. Fellows led a discussion on whether or not to record the meeting minutes. The TF discussed the following options:
 - No recording; reply on N. Hurteau note taking
 - Record strictly to enhance notes
 - Record and make publicAfter careful consideration and discussion it was decided that the meetings will not be recorded.
- Charge Review
 - M. Fellows shared word chart which highlighted areas of concern from the Community Forum.
 - TF had a long conversation about the different areas of concern, and M. Fellows led a discussion on how the TF should approach their work. TF identified Staff Training as a priority and heard the community forum that Civil Service was also a major concern.
 - M. Fellows to create Google Doc for the TF to work in to organize and prioritize the areas of concern.
- Going forward
 - Although there is more opportunity for equity work, TF affirmed that our

focus must be anti-racism. TF agreed to “put a pin” in resources/practices that specifically apply to another equity focus (such as LGBTQI), possibly with a note that the item applies and where to go for more information.

- TF agreed to meet two times a month.
- M. Fellows encouraged members to fill out the doodle poll to schedule future dates.
- M. Fellows asked TF members about training for the TF. Different free trainings were discussed and shared via [chat](#).
- M. Fellows led the TF in a debriefing session and thanked each member for their passion and their perspective

Task Items:

- M. Fellows to create Google doc to share with TF members
- TF members to review and add their ideas to the Google doc before the next meeting
- TF members to answer doodle poll for scheduling future dates

Next Meeting: TBD

Adjournment: Meeting adjourned at 3:41 pm

Respectfully submitted, N. Hurteau