

## LEAD Meeting Minutes 11/4/2020

In attendance: Anna Street, Richard Landreth, Brian Greene, Sam Griffis

Minute Recorder: Anna Street, LEAD Interest Group Chair

Format: Virtual Video Zoom Meeting

Agenda: Mentorship Program Update, Playbook Membership Guidelines, Survey Results, Conference overview

- So far, we have 9 applications and more in-coming for the WY Library Staff Mentorship Program. LEAD cohort will be meeting in the next few weeks to assess applications and contact applicants with matches. I have sent out further marketing and the link to the application statewide, which has sparked even more interest. The WLA conference Intro program also apparently went over really well – we chatted about this in our meeting, and how many of us received emails and phones calls etc.
- Directors talked about the program at the recent WY Directors Retreat and Lisa and Richard marketed the program extensively. Quite a few directors have applied to be mentors. We almost have an equal measure of mentors and protégé applicants, which is wonderful.
- Lisa Scroggins, Johanna Tuttle and I have volunteered to go through the applicants as the special LEAD cohort/small committee that will do this on an annual basis. It was discussed that this small committee should no doubt have one member who leads over into the next FY. This way any new members who assess mentorship applications have a mentor themselves for the process. Brian suggested we add another member with a college background, so I will contact someone who I think would be fantastic for the role who is a LEAD member. I suggested in the meeting that it would be helpful if we had an official rubric to use while assessing the applications. While we do have our own expertise, knowledge and criteria laid out in the program documents, a rubric would be helpful – Richard mentioned he and Darcy put one together for WLLI institute applications. He will speak to Darcy after the meeting and send me a copy to use as inspiration (**modification post meeting: I now have this rubric and am in the process of modifying it for the purposes of LEAD and the mentorship program**)
- We discussed the Playbook Membership Guidelines and the Survey Results that were sent out to all LEAD Interest Group members. Essentially, the playbook is a manual for an interest group. It explains what an interest group is and does according to the WLA bylaws, the roles and expectations of members, and an Action Plan/Strategic Plan for the fiscal year.
- We also discussed proposed changes to the LEAD Interest Group that are laid out in the new playbook i.e. we want to practice what we preach. Proposed changes were the following.

- 1) Adopting a Vision Statement, to go along with our Mission Statement. *This idea was met with positive input both in the survey and at the meeting. Now we need to create one!*
- 2) Adopting a progressive leadership approach within LEAD - Example: The LEAD Chair position would be annual, and each year we would have a Chair and an Incoming Chair/Co-Chair. We would also have a third position called Past Chair. This way an Incoming-Chair can be coached and mentored by a person who is currently in and used to the position. The LEAD Chair position can then rotate through the active LEAD members who are then prepared for the responsibilities of the position. The Past Chair is simply the Chair who is now giving up the position of Chair and can then coach and mentor the current Chair as needed. *This idea was also met with a positive response in our meeting. I will be sending out an email for more input from membership, as I did ask in the survey who would be interested in serving as Chair and received feedback. Thanks for those who gave feedback!*
  - That concludes this meeting.
  - Next Meeting: Date and Time TBD