

**RAILS BOARD EQUITY, DIVERSITY & INCLUSION COMMITTEE:  
STAFF TRAINING, LEADERSHIP & ADVOCACY SUBCOMMITTEE MEETING**

April 6, 2021 | 3:00 p.m.

**MINUTES**

1. WELCOME

Ms. Rusch, RAILS Liaison, greeted members and called the meeting to order at 3:01 p.m.

Ms. Rusch read the following: In accordance with the Government Emergency Administrative Act PA100-0640, the RAILS Board of Directors finds an in-person meeting is not practical or prudent and believes it is in the best interest of RAILS to hold a virtual meeting to perform essential business.

2. ROLL CALL OF MEMBERS

Ms. Palmisano called the roll of the RAILS Board EDI Staff Training, Leadership & Advocacy Subcommittee: *Victoria Blackmer, Nate Gass, Stephen Koebel, Sarah McHone-Chase, Jenna Nemec-Loise, Anna Wassenaar, Leah White.*

3. RECOGNITION OF GUESTS AND ANNOUNCEMENTS

Guests in attendance via Zoom: Samantha Daly, Anna Duff, Diana Rusch, Jody Rubel, Paul Mills, Nancy Korczak, Joyce Arellano, Michael Campbell

Guests in attendance RAILS Burr Ridge: Deirdre Brennan, Monica Harris, Stacy Palmisano

4. SUBCOMMITTEE MEMBER INTRODUCTIONS

Ms. Rusch introduced herself as the RAILS Liaison for the subcommittee. Each member introduced himself or herself and talked to the group about their experience in EDI and why they wanted to be on the subcommittee.

5. PUBLIC COMMENTS

There were no public comments.

6. ADOPTION OF THE AGENDA

Victoria Blackmer moved, and Jenna Nemec-Loise seconded that

THE RAILS BOARD EDI STAFF TRAINING, LEADERSHIP & ADVOCACY SUBCOMMITTEE AGENDA BE ADOPTED

Roll call was taken: Ayes: *Victoria Blackmer, Nate Gass, Stephen Koebel, Sarah McHone-Chase, Jenna Nemec-Loise, Anna Wassenaar, Leah White.* Nays: none

7. NEW BUSINESS

7.1 Review and approve subcommittee charge

Ms. Rusch reviewed the subcommittee charge with the group. The charge consists of a list of the subcommittee members, quorum and voting procedures, the goals for the subcommittee and what the subcommittee is charged with in their work. There was no discussion and a motion to approve the charge was taken.

Sarah McHone-Chase moved, and Victoria Blackmer seconded that

THE RAILS BOARD EDI STAFF TRAINING, LEADERSHIP & ADVOCACY SUBCOMMITTEE CHARGE BE

APPROVED

Roll call was taken: Ayes: *Victoria Blackmer, Nate Gass, Stephen Koebel, Sarah McHone-Chase, Jenna Nemec-Loise, Anna Wassenaar, Leah White.* Nays: none

#### 7.2 Discuss and select two co-convenor positions

Ms. Rusch discussed the responsibilities of the two co-convenor positions. One of the co-convenors will give a report on the subcommittee's progress at the EDI Committee meetings. The other co-convenor will work with the staff liaison to prepare and approve the agenda for the upcoming meetings and assist with any follow up tasks associated with the meetings. That person will also run the meetings. The co-convenors will step in for each other due to any absences. RAILS will support the subcommittee and both co-convenors through every step of the process. Ms. Blackmer volunteered to be the co-convenor to report of the subcommittee's progress at the EDI Committee meetings and Ms. White volunteered to be the co-convenor that will prepare the agenda, run the meetings and assist with follow up tasks.

#### 7.3 Discuss committee meeting schedule

Ms. Rusch reviewed the reasons why setting a meeting schedule for the upcoming year is practical to ensure the work from the subcommittee is moving forward. The agreed upon time frame is to meet monthly on the first Tuesday of each month from 3:00-4:15 p.m., meeting through end of FY 2022. The next meeting will be on May 4, 2021. Ms. Palmisano will send a follow up email to the subcommittee with the meeting schedule and an Outlook calendar invite.

#### 7.4 Discuss priorities and timeline

Ms. Rusch started the discussion of the subcommittee priorities and timeline by reviewing with the subcommittee what RAILS has accomplished and is currently doing on the topic of EDI. A document provided in the meeting packet lists the RAILS continuing education trainings for member libraries, which are archived on the RAILS website. To promote education and meaningful dialogue in the area of EDI, RAILS is offering training grants of up to \$2,000 for libraries, networking groups, or library consortia. Events funded by a RAILS EDI Training Grant must be made available to all RAILS member libraries to qualify. The subcommittee continued the discussion by reviewing the RAILS EDI Subcommittee Areas of Interest document from the meeting packet. This list was pulled from the input and comments from previous RAILS EDI Committee meetings and an ILA survey to assist with identifying priorities for the subcommittee's work. After discussion, four topics were agreed upon as the focus of the subcommittee's work and one to propose to the full EDI Committee.

1. Finding and using an equity lens
2. Bystander intervention training
3. EDI board and administration training
4. EDI in marketing and messaging

The proposed topic for the full EDI Committee is in the area of IDI (Intercultural Development Inventory). The next step for the subcommittee members is to gather information and resources focusing on the four above topics for the next meeting. The committee also had a discussion regarding using the word "learning" vs. the word "training". The committee will keep this in mind when moving forward on projects. RAILS will create a Google report for the subcommittee to input and share resources to develop a toolkit to build the work on. Once created, Ms. Palmisano will forward the link to the subcommittee members.

#### 8. AGENDA BUILDING FOR THE NEXT STAFF TRAINING, LEADERSHIP & ADVOCACY SUBCOMMITTEE MEETING

No suggestions were given for the next meeting's agenda.

9. ADJOURNMENT

Ms. Rusch adjourned the meeting at 4:15 p.m.

**Staff Training, Leadership & Advocacy Subcommittee Members**

- RAILS Board: Sarah McHone-Chase, Jenna Nemecek-Loise
- Member Representatives:
  - Victoria Blackmer, Robert R. Jones Public Library
  - Nate Gass, Cook Memorial Public Library District
  - Stephan Koebel, Wilmette Public Library
  - Anna Wassenaar, Blue Island Public Library
  - Leah White, Skokie Public Library
  
- Ex Officio:
  - RAILS Board – Dianne Hollister, EDI Committee Chair
  - RAILS - Deirdre Brennan, Monica Harris, Joseph Filapek, Diana Rusch