

**VIRTUAL MEETING**  
**RAILS BOARD EQUITY, DIVERSITY & INCLUSION COMMITTEE MEETING**  
**Programs, Services & Outreach Subcommittee**

April 13, 2021

**MINUTES**

1. WELCOME

Ms. Harris, RAILS Associate Executive Director, greeted members and called the meeting to order at 3:05 p.m.

Ms. Harris 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. Goyer called the roll of the RAILS Board EDI Programs, Services & Outreach Subcommittee. *Telephone/Zoom:* Cristina Bueno, Rosie Camargo, Amber Hayes, Michelle Nielsen Ott, Kristen Rademacher (3:17 p.m.), Andrea Robinson, Leora Siegel, Becky Spratford.

3. RECOGNITION OF GUESTS AND ANNOUNCEMENTS

*Burr Ridge:* Monica Harris (*ex-officio*)

*Telephone/Zoom:* Deirdre Brennan (*ex-officio*), Michael Campbell, Samantha Daly, Karen Goyer, Nancy Korczak, Jody Rubel.

There were no announcements.

4. SUBCOMMITTEE MEMBER INTRODUCTIONS

Ms. Harris 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

Leora Siegel moved, and Kristen Rademacher seconded that

THE RAILS BOARD EDI PROGRAMS, SERVICES AND OUTREACH SUBCOMMITTEE AGENDA BE ADOPTED

Roll call was taken: *Ayes:* Cristina Bueno, Rosie Camargo, Amber Hayes, Michelle Nielsen Ott, Kristen Rademacher, Andrea Robinson, Leora Siegel, Becky Spratford. *Nays:* none

Ms. Brennan, RAILS Executive Director, thanked the members for their commitment to this work.

Ms. Harris will be the subcommittee's liaison and is here to support you and answer any questions.

7. NEW BUSINESS

#### 7.1. Review and approve subcommittee charge

The subcommittee charge includes the list of members, explanation of quorum and voting, the goal, and the charge to focus on the areas of programs, services and outreach.

Ms. Brennan explained it is important to have a good charge to keep the committee's work on track. There were no suggestions to amend the charge. A motion to approve the charge was taken.

Becky Spratford moved, and Amber Hayes seconded that

THE RAILS BOARD EDI PROGRAMS, SERVICES, AND OUTREACH SUBCOMMITTEE CHARGE BE APPROVED

Roll call was taken: *Ayes: Cristina Bueno, Rosie Camargo, Amber Hayes, Michelle Nielsen Ott, Kristen Rademacher, Andrea Robinson, Leora Siegel, Becky Spratford. Nays: none*

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

Cristina Bueno volunteered to be the co-convenor responsible for reporting on the subcommittee's progress at the EDI Committee meetings. Rosie Camargo volunteered to be the co-convenor responsible for running the meetings, work with the staff liaison to prepare and approve the agenda, and assist with any follow up tasks associated with the meetings. Co-convenors will step in for each other in the case of an absence.

#### 7.3. Discuss committee meeting schedule

The members agreed to meet on Tuesdays at 1 p.m. The next meeting will take place on Tuesday, May 11, 2021. Future meetings are to be determined.

#### 7.4. Discuss priorities and timeline

The committee members had the opportunity to review RAILS' EDI continuing education and training in the RAILS Resources document. Ms. Harris discussed the RAILS Equity, Diversity, and Inclusion training grants available to libraries, networking groups, and library consortia seeking to offer an EDI-focused training event. The deadline to apply for the grant is May 31.

The group discussed the list of topics in the Areas of Interest document in order to help identify the priorities.

Topics the committee would like to address:

- Libraries are asking for a master list of Illinois presenters who are diverse as well as presenters who provide programs on EDI and topics to a variety of age levels.
- A list of local organizations to work with libraries to provide diverse programming.
- Ms. Camargo will supply a list of Bilingual and Spanish language presenters.
- Committee work should be inclusive of all library types.
- Space design focusing on needs of seniors, people of a larger size, religious needs, accessibility issues, nursing moms, unattended minors, etc.
- Serving library users who are not patrons, such as teachers and professors, or people who do not feel comfortable using the library.

The members selected three priorities to be the initial focus of the subcommittee work. It was noted the work in each of the areas should be broad enough to serve all library types.

1. Space and accessible design
  - a. Unattended minors
  - b. Religious accommodation
  - c. Seating arrangement
  - d. Physical seat design

- e. Web design
  2. Programming and partnerships – sharing lists
  3. Welcoming and communicating
8. AGENDA BUILDING FOR THE NEXT PROGRAMS, SERVICES & OUTREACH SUBCOMMITTEE MEETING  
The next Programs, Services, and Outreach Subcommittee meeting will take place on Tuesday, May 11, 2021 at 1:00 p.m.  
Agenda topics and action items:
- Subcommittee members will have the opportunity to present their ideas on potential projects within the priorities.
  - Subcommittee Members will work on compiling a list of project resources, EDI presenters, and larger groups to consider for partnership.
  - The members will receive a link to the RAILS EDI Learning Resources Dashboard where links and lists of resources can be shared.
9. ADJOURNMENT  
Ms. Harris adjourned the meeting at 4:11 p.m.

**Programs, Services & Outreach Subcommittee Members**

- RAILS Board: Becky Spratford
- Member Representatives:
  - Cristina Bueno, Deerfield Public Library
  - Rosie Camargo, Niles Public Library
  - Amber Hayes, ALA's Office of Diversity, Literacy and Outreach
  - Michelle Nielsen Ott, Methodist College
  - Kristen Rademacher, Marist High School
  - Andrea Robinson, Library of Rush University
  - Leora Siegel, Lenhardt Library, Chicago Botanic Garden
- Ex Officio:
  - RAILS Board – Dianne Hollister, EDI Committee Chair
  - RAILS - Deirdre Brennan, Monica Harris, Joseph Filapek