

GLA Professional and Continuing Education Interest Group (PACE)

Fall Meeting at 2017 Georgia Libraries Conference

Columbus Convention Center, Columbus, Georgia

Thursday, October 5, 2016, 1:30 PM

Attendance: Oscar Gittemeier (Chair), Justin Nobles (Vice-Chair/Chair Elect), Samantha Paul (Secretary), Scot Lockman (DeKalb County Public Library), Casey Wallace (Gwinnett County Public Library), and Holly Hampton (Clayton State).

New Business

1. Welcome and Introduction of 2018 Officers
 - a. Chair: Justin Nobles
West Georgia Regional Library
justin@wgrl.net
 - b. Vice-Chair: Jean Mead
Hart County Library
jmead@hartcountylibrary.com
 - c. Secretary: Kristi Smith
Armstrong State University
kristi.smith@armstrong.edu
2. 2017 PACE Presentation
 - a. Friday 11:15 AM - Not the ConEd You're Used To: Staff Driven Training for Today
 - b. What went well? What could be improved for next year?
3. PACE Conference Proposals Ideas for 2018
 - a. Safety Training Panel / How to Handle Difficult Patrons / De-escalation
 - o GA Tech Training: Angela Stanfield (Univ. of West GA) will email Oscar a link to GA Tech trainers that might be able to serve on the panel.
 - b. Shooter Training speaker / Emergency Preparedness – GLA Funding Request
 - Intro to resources from ALA, PLA, etc.
 - Ask Kara Mullen or David Greenbuam
 - c. Emergency Preparedness speaker – David and Kara Mullen
 - d. Marketing on a Shoestring
 - e. Outreach Services on a Budget
 - f. Training on Training - Why Training is Not a Luxury
 - i. Time Commitment
 - ii. Organizational Standards - 10 hour minimum on Lynda.com in Gwinnett
 - iii. Staff lead training
 - iv. Possibly reach out to academic librarians to discuss requirements form the Board of Regents and options available.
 - g. Professional Etiquette Online
 - i. Email
 - ii. Social Media

4. Conference Presentations
 - a. Parlay Georgia Library Conference PACE sessions into AEL and Carterette Webinars
5. PACE Article Ideas for GLQ
 - a. Use the PACE Conference proposals as templates for GLQ articles.
 - o Submit articles to Virginia Feher after the Georgia Libraries Conference.
 - o GLQ Deadlines: March 1, June 1, September 1, and December 1.
6. Send ideas to GPLS Continuing Education Directors
 - a. Highlight quarterly topics
 - b. Send our conference ideas to Dorcas (Ex. Active Shooter)

7. PACE Calendar / Duties

The Interest Group Council Chair asked that each interest group create a calendar to help the new incoming officers prepare for the following year.

- a. January
 - o Attend GLA Midwinter Meeting
 - o Decide on conference proposal ideas
 - o Decide on GLQ Article Ideas
 - o Ask for nominations for 2018 officers. Names and bios are to be submitted to GLA Administrative Services (Kara Mullen) for the electronic elections in fall
 - o Send the GLA Webmaster (Sofia Slutskaya) the Midwinter Meeting minutes to post online.
 - o Send the GLQ Editor (Virginia Feher) any article ideas that RISIG would like to submit.
- b. April/May (Georgia Libraries Conference call for proposals)
 - o Confirm and submit the PACE sponsored conference proposal(s). Be sure to check off that the proposals are sponsored by PACE.
- ☐ June/July
 - o Send an email to all PACE members asking for nominations for 2018 RISIG officers, including Chair, Vice-Chair/Chair Elect, and Secretary. Each nominee should submit a short bio. Specify that the nomination process is only open for 30 days.
- c. August
 - o After the 30-day time limit, submit all names and bios to GLA Administrative Services (Kara Mullen) for the electronic election in August. Kara will email an electronic ballot to all PACE members.
 - o PACE members have 2 weeks to vote electronically.
- d. September
 - o GLA Administrative Services (Kara Mullen) will send the ballot results to the PACE Chair.
 - o Follow up with PACE presenters to be sure they are prepared for the conference.
- e. October
 - o Send a reminder email to all PACE members to attend the Business Meeting at the Georgia Libraries Conference. This meeting is typically scheduled Friday morning at 8:00am.
- f. December

- Send a reminder email to all PACE members to attend the GLA Midwinter Meeting. Ask members to come with conference proposal ideas and GLQ article ideas.

Respectfully Submitted,
Oscar Gittemeier
2017 PACE Chair