



Literacy Committee Meeting

Thursday, December 10, 2020

10:00 am - noon

For this meeting please log into Zoom using the following information:

<https://us02web.zoom.us/j/82683156226?pwd=aTRmd0NSMjNXU3lzMkdFeIVqMDV2UT09>

Meeting ID: 826 8315 6226

Passcode: 714574

Agenda

All items may be considered for action

1. Opening
 - a. Roll Call
 - b. Welcome Beverly Schwartzberg, our new liaison to the state library, and Gail Sorensen, adult literacy coordinator at the City of San Bernardino's Library
2. Public Forum.

Opportunity for any guest or member of the public to address the Committee on any item of Literacy Committee business.
3. Consent Calendar

All items on the consent calendar may be approved by a single motion. Any Council member may request an item be removed from the consent calendar and place on the agenda for discussion.

 1. Minutes from the October 8, 2020 Inland Literacy Committee
4. Adoption of Agenda
5. 2021 ILS Conference
 - Updates from Corona on room reservations for April 17, 2021
 - General discussion of backup plans if we are unable to gather in April 2021

- Tentatively schedule conference planning dates, topics, and themes.
6. Supporting literacy programs: Open discussion about topics of import including but not limited to:
 - Share strategies for tutor and learner recruitment during COVID
 - Reopening plans and/or experiences to share
 - How are you recognizing volunteers this year?
 - Other questions or ideas to share
 7. Upcoming Meeting Schedule:
 - February 11, 2020, 10AM (Zoom)
 - March 11, 2020, 10AM (possibly at Corona, if the conference proceeds as planned in April)
 8. Other
 9. Adjournment

ILS October Meeting Minutes

Date: 10/08/2020

Attendance: Diane Shimota, Allyson Jeffredo, Allen Callaci, Ashley Arias, Danielle Perez-Granado, Yesenia Littlefield, Jana Waitman, Charmaine Mendez

Call to Order: 10:06 AM

- Changes and Approval of Minutes
 - Delete extra Allyson bullet point on Page 2
 - Fix the title of the workshop names for voting.
 - Motion to pass the meeting minutes: Allen 1st, Diane 2nd/with revisions
- Adoption of Agenda
 - Adopted with the revision of the April 17, 2020 being corrected to April 17, 2021
- Introductions, welcome new coordinators!
 - Welcoming Jana and Charmaine to the ILS Group.
- Report Task Force (Allen)
 - Background: Allen was a representative in a committee offering feedback on how to reflect COVID-19 impact in the grant reporting process for Adult Literacy.
 - The committee wrapped up about a month ago and Allen announced that survey portion has been added to the report.
 - Report should have arrived by now, but Allen did mention that there are still some revisions that need to be addressed, especially with the changes that are being implemented.
 - Hoping to receive report by next meeting. Group agreed that participating in a small work group to ask questions or receive assistance in completing report would be beneficial. Diane will schedule a later date to participate in a work group.
 - The committee wanted to encourage libraries and adult literacy staff to put a positive spin on their experiences through the COVID-19 pandemic and how it has created a new level of delivering literacy to patrons through virtual/social distancing settings.
 - Allyson was curious about the Family Literacy portion of the grant reporting, but Allen encouraged her to contact Natalie Cole for more information.
- 2021 ILS Conference
 - Dani Updates
 - Received official confirmation of the rooms being reserved for April 17th, 2021 for the ILS Conference.
 - The conference will be hosted at the Circle City Center in Corona, CA. Usually, one meeting is scheduled at the conference location closer to the conference date.
 - Still must submit final paperwork and find out room capacities and options to host conference outside depending on the status of the county.
 - As the date grows nearer, the group will decide if the conference will have to be moved into a virtual setting.
 - Joy suggested reaching out to vendors and starting conversations about them setting up booths for attendees to enjoy/visit during free time.

- Do not finalize attendance because of the COVID-19 impact.
 - Joy will contact Natalie Cole to see if there is any funding available for the conference (we use this funding to pay for our keynote/opening speaker, snacks, and giveaways).
 - Topics and Themes
 - Did we continue to consider Jerry Edwards as a possible speaker?
 - Group decided that we would not ask Jerry Edwards to speak this year.
 - Theme: Digital Literacy
 - CRAPP Test as an activity.
 - Opportunity to speak about the silver linings of the pandemic.
 - Providing tutor strategies and how to participate in a social distancing environment.
 - A possible Learning Lounge with access to Chromebooks and tablets.
 - Keynotes?
 - Ashley Arias will contact CBU and other local colleges for possible keynotes to discuss virtual learning/virtual world.
 - Conference Background for New Coordinators
 - It is an annual conference we host to provide tutors, learners, and coordinators an opportunity to meet in person (creating a larger community).
 - Conference allows us to host learning sessions, offer raffles, and encourage networking opportunities between the tutors and learners from all libraries.
 - Last year our theme was Visual Literacy. We had John Jennings present how visual literacy encouraged a new level of learning to literacy learners.
- Supporting Literacy Programs
 - COVID-19 Impact: General Library Procedures/Practices
 - Jenna: Library has been open with limited services. Library staff has been back since August.
 - Diane: Library has been open with capacity restrictions (4 hours a day), COVID-19 questions, and a temperature check. Library staff has been back for roughly a month.
 - Joy: Upland has been open to public. Library staff has been asking patrons to use their better judgement, but there has been no requirement of temperature checks. They have provided some sitting area but have asked patrons to spend no more than 2 hours in the library.
 - Allen: Rancho Cucamonga is still only allowing patrons into the building by appointment only and heavily encouraging curbside services.
 - Yesenia: Riverside City is still only offering curbside services.
 - Allyson: Most libraries are offering limited services.
 - Ashley and Dani: By appointment only and limited services. Continuing to offer Click, Park, and Pick-Up (curbside).

Meeting Adjourned: 11:31 AM