

Meeting Summary (Generated by Zoom AI Assistant) for Library Consulting IG Meeting
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Quick recap

The meeting covered several topics including an update on Zoom's AI companion, an update on the Core Library Consulting Interest Group's FAQ document, a discussion about the FAQ document enhancement ideas, a successful Zoom chat discussion, and experiences using ChatGPT and other AI tools in work.

Summary

Zoom AI Update and Library Consulting FAQ Progress

The meeting involved a discussion about the recent update of Zoom with the AI companion. The participants then moved on to the agenda, which included an update on the Core Library Consulting Interest Group's work on a Frequently Asked Questions (FAQ) document about library consulting. The document is still a work in progress, with contributions from Laura, Michelle, Curtis, and Martha. The FAQ document aims to help those starting in consulting by addressing common questions such as administrative organization, tax considerations, and marketing strategies. Once completed, the document will be shared on the group's website for easy reference.

Consultant FAQ and Marketing Strategies

Laura and Bryan suggested the creation of a separate FAQ section for individuals interested in becoming a consultant. Bryan also recommended incorporating marketing focus and outbound strategies, while Laura proposed linking to past recorded sessions. The group agreed on the ideas and planned to integrate these into the FAQ. They also considered the possibility of adding annotations for a deeper dive into specific topics.

Zoom Chat and Planning for Interest Group Week

The meeting primarily focused on the successful Zoom chat discussion, which included consultants and those interested in consulting. The conversation touched on various topics and a recording of the discussion, along with notes and links, is available on the library page. Steven Abram, a participant from Canada, shared their communication skills and team-building cards, which are linked on the library page. Laura suggested that Curtis should post about this on the general membership page. The group also planned for the interest group week session on March 7th, which will focus on how to find a library consultant. Bryan shared that another interest group was canceled and suggested the possibility of hosting a dinner to keep the members connected. Finally, Michelle proposed a potential in-person discussion at the ALA conference and asked if anyone would be attending LibLearnX or PLA.

ChatGPT Usage in Work and Consulting

The participants discussed their experiences using ChatGPT in their work. Jami and Michelle found it useful for writing proposals and generating ideas, while Dr. also noted its value for brainstorming. Laura proposed a future discussion about how others are using ChatGPT in their consulting work. Virginia shared that they used it for social media planning and event promotion, as well as for creating a series of emails to encourage enrollment in a workshop.

AI Tools for Content Creation and Brainstorming

Virginia, Laura, Curtis, and Michelle shared their experiences using AI tools, particularly Chat Gpt, for content creation and brainstorming in their professional projects. Laura found Chat Gpt useful for creating social media posts and reformatting fundraising letters. Curtis found it amazing how Chat Gpt could generate content from a small amount of input. Michelle also mentioned using Claude AI, which they found more consistent and reliable than Chat Gpt. The group discussed the potential of AI tools to save time and assist in content repurposing. They also expressed interest in trying out other AI tools in the future.

2024 Meeting Dates and Chair Transition Plans

Curtis announced the next meeting dates for 2024. There will be an open session on February 21st, titled "Networking with Library Consultants", which will be hosted by ALA Core and Curtis. A planning meeting is scheduled for March 1st, and the final regular meeting of the year is on May 10th. Curtis also mentioned that they are likely to step down as chair but will still be involved with the group. He encouraged anyone interested in the position to consider stepping in starting July 1st.

Next steps

Curtis will add a link to the FAQ on the core library consulting interest group page and consider integrating it with annotations for easier navigation.

Michelle will reach out to Bryan to discuss the possibility of hosting a dinner for the Newspaper Interest Group.

Curtis will reach out to Michelle to discuss scheduling a Library Consultants Interest Group meeting.

Michelle will check the Connect page for information about meetups at LibLearnX or PLA.

Be on the lookout for more information about the February 21st Networking event.