



**LIBRARIES DIVISION - DIRECTOR'S OFFICE**

100 S. Andrews Avenue • Fort Lauderdale, Florida 33301 • 954-357-7377 • FAX 954-357-7843

**MEMORANDUM**

**DATE:** August 25, 2022

**TO:** William O'Reilly, Director  
Accounting Division

**FROM:** Allison Grubbs, Director  
Libraries Division

Allison H. Grubbs Digitally signed by Allison H. Grubbs  
Date: 2022.08.26 10:21:45 -04'00'

**SUBJECT: Request for approval of eight (8) Libraries Division employees to attend the 2022 Joint Conference of Librarians of Color in St. Pete Beach, Florida from October 5-9, 2022**

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This is a request for approval of travel for eight (8) Broward County Libraries Division ("Libraries") employees to attend the 4<sup>th</sup> National Joint Conference of Librarians of Color (JCLC).

The Division recognizes the importance of this national annual conference as an excellent forum that brings together a diverse group of librarians, library supporters, and community participants to explore issues of diversity and the impact libraries have on the ethnic communities who use our services, and a forum for Black, Indigenous, People of Color (BIPOC) individuals and allies to discuss and address issues of racism and culture in a safe environment. The JCLC provides a unique opportunity for BIPOC librarians to participate in discussions with 13 BIPOC youth and adult authors of literature that represents the BIPOC community. The JCLC is being held in Florida this year and provides a unique opportunity for administrative staff to network with a diverse population of library professionals and potential candidates for employment with the Broward County Libraries Division.

Costs for registration, air/auto travel, hotel accommodations and meals are estimated in the amount of \$16,360 and will be paid from Libraries' operating budget. Attached is a summary of employees attending and estimated costs.

Thank you for your consideration of this request.

AG/EAL/KLP  
Attachment

**Summary of Travel**

Meeting travel dates: October 5 through 9, 2022

Location: St. Pete Beach, Florida

Reason for Agenda Item: More than five employees are traveling from Libraries Division

Purpose of Travel: Participation in 4<sup>th</sup> National Joint Conference of Libraries of Color

Libraries Division employees traveling

Sheldon Burke, Librarian, Senior

Delecia Kim Butler, Human Resources Officer

Elizabeth Chan, Librarian

Lisa Jackson, Librarian

Elsie Lewin, Administrative Officer, Senior

Abayomi Manrique, Librarian

Maria Martinez Serrano, Librarian, Senior

Mario Ricardo, Office Support Specialist

Estimated average travel cost per employee: \$2,045

Total estimated cost: \$16,360