

* **COMMITTEE ON ORGANIZATION, CD#32.1A-32.1B, Exhibit 44.** Councilor and COO Member Sarah Pritchard and seconder moved that the ALA Council adopt as policy the draft sunset policy presented by the Committee on Organization on page 3 of CD#32.1, including sections on applicability, process, and implementation. Councilor Alexander Bloss and seconder moved and by **CONSENT**, Council postponed discussion of and action on the sunset review policy until Council III.

Councilor Peter Graham and seconder moved and by **CONSENT**, Council accepted the composition and charge of the Conference Committee as outlined in CD#32.1A.

ALA TREASURER'S REPORT. Treasurer Ann K. Symons reported that ALA was not in debt, but that there might be a shortfall in the General Fund at year-end. She assured Council that the shortfall would amount to less than one percent of the total budget.

Councilor Sharon Hogan challenged the rise in division overhead charges. Symons responded that publishing, conference, and divisions all pay the same percentage of overhead to ALA, although divisions only pay the "standard" 17.1% overhead charge on certain activities. Division publications, for instance, are only charged half of the 17.1% overhead fee, she said.

Councilor Sarah Pritchard requested that a copy of the "Operating Practices" be distributed to Council for information and as background for subsequent discussions of the Operating Agreement.

Councilor Pritchard and seconder moved and by **CONSENT**, Council voted to extend Council II until 12:15 p.m. Also, Councilor Pritchard and seconder moved and Council

VOTED, That the Wednesday Council III meeting begin at 8:00 a.m.

As this was her last conference as ALA Treasurer, Symons thanked the ALA members and staff she had worked with over the past four years.

Council III
Wednesday, July 10, 1996, 8:00 a.m.-12:00 noon

The third meeting of Council during the 1996 Annual Conference was convened at 8:00 a.m. on Wednesday, July 10, in the Javits Convention Center, Special Events Hall. President Betty J. Turock presided, and President-Elect Mary R. Somerville assisted.

AGENDA, CD#8.6, Revised. By **CONSENT**, CD#8.6 Revised was adopted as amended to place the Publishing Committee Report, CD#54, on the agenda.

TRIBUTES AND MEMORIALS, Exhibit 45. Council Policy 5.3 (15) provides that memorials, tributes, and testimonials shall be presented at the beginning of the last session of Council at the Annual Conference.

By **ACCLAMATION**, memorial resolutions were adopted for the following: Frances Neel Cheney, Edwin R. Harris, Paul Heins, and Garth Montgomery Williams.

UNFINISHED BUSINESS FROM COUNCIL II:

Task Force to Review Council Procedures, CD#36.1, Exhibit 46. Julie Cummins, chair, presented CD#36.1 and solicited Council's input. The task force's final report will be presented at the 1997 Midwinter Meeting.

1995-96 CD#32.1 **A**
(Annual Conference)

American Library Association
Committee on Organization
Report to Council
1996 Annual Conference

INFORMATION ITEMS

A. Sunset Policies

As charged by Council upon recommendation of the Self Study Committee, we have drafted a Sunset Policy for ALA. In the process of developing this Policy, we consulted extensively with ALA Divisions, Committees and Round Tables and incorporated some of their approaches into our proposal (see last page).

B. ALA Conference Committee

At 1996 Midwinter Council voted to establish an ALA Conference Committee. COO has developed a charge and composition for the committee

Charge

1. To recommend additions and changes to ALA Policy 7 (Conferences and Meetings) as appropriate;
2. To recommend policies to Council for the coordination and scheduling of conference programming and for simplification of meeting scheduling, including use of technologies, and
3. To recommend to Council policies guiding the selection of Conference and Meeting sites and dates, and
4. To review recommendations of specific sites and dates prior to their presentation by Conference Services to the ALA Executive Board, and
5. To recommend to Council and to ALA staff a means for communication with the membership to hear their concerns about Conference and Meeting procedures and policies.

Composition

The composition of ALACC shall be ten members for staggered two-year terms, including a Chair appointed by the President from amongst the Committee's membership, as follows:

1. 1 representative from the Executive Board
2. 1 Exhibits Round Table representative, appointed by ERT;
3. 3 Divisional representatives, to be selected by the Divisions in a manner which they jointly will find appropriate;
4. 2 Council representatives (1 At-Large, 1 Chapter), to be appointed by the President
5. 1 Round Table representative (excluding ERT), elected by Round Table Coordinating Committee;
6. 2 Association members appointed by the President;

The proposal to establish this committee that Council received (CD39) at Midwinter also included a recommendation to develop policies and procedures for a conference ombudsperson. While this specific assignment is not appropriate for inclusion in the formal charge, COO strongly urges that an ombudsperson mechanism be considered by the ALA Conference Committee.

C. Definitions

COO expects to present definitions at 1997 Midwinter for assemblies, forums, offices and SIGs.

Respectfully submitted,

Committee on Organization

Marva L. DeLoach, Chair
Jenifer Abramson
John L. Ayala
Diedre Conkling
Linda Anne Dougherty
Marianne Hartzell
Julie Geissler Lindmark
Allan Kleiman
Neel Parikh
Sarah M. Pritchard
Sandra Stephan
Sarah Barbara Watstein
Carrie Russell

ALA COMMITTEE ON ORGANIZATION
JULY 8, 1996

ALA Sunset Policy

Applicability: This policy shall apply to the following: divisions, roundtables, ALA committees, committees of Council, joint committees, membership initiative groups, and assemblies. The terms "body" and "bodies" are used to refer to these units and committees, which are within the official scope of the Committee on Organization. "Sub-bodies" refers to groups that exist within these parent bodies, and may include committees, subcommittees, task forces, sections, councils, discussion groups, interest groups and the like. Sub-bodies are not reviewed by COO but by the parent body.

Process: Each body shall conduct its own internal review at least every six years. This review shall be conducted even if the body is also carrying out internal reviews as part of other planning processes, however, it may be folded into those in terms of timing and reporting. Where sub-bodies exist, the principal body shall establish procedures for, and carry out periodically, reviews of them; those sub-bodies shall also be taken into consideration when responding to the questions below. Reviews shall be submitted to the ALA Committee on Organization, which shall have the authority to request further information and to monitor compliance with this policy. As specified in its charge, COO shall make recommendations to the body and/or to Council as to continuance, discontinuance or reorganization.

The review shall follow these lines of inquiry:

1. Review the complete charge of the body; does it reflect current activity?
2. Summarize concisely the ways in which the body meets the current goals of ALA.
3. Is there overlap in scope or purpose between the body (including any sub-bodies) with other bodies (divisions, committees, divisional committees, round tables)? If so:
 - Describe the extent and nature of the overlap and the rationale for maintaining it.
 - Does the body under review maintain ongoing communication with the other body(ies) in question?
 - Is this overlap productive in the view of all the bodies in question?
 - What are the fiscal implications of the overlap (conference programs, use of meeting rooms, publications, ALA staff support, etc.)?
 - Might there be ways to reduce any duplication of effort? Consider: joint or merged committees, shared programs, shared staff, combined publications, elimination of some or all bodies or sub-bodies.
4. If this is a permanently established body, might it be effective as an ad hoc or limited term body directed toward a specifically defined outcome?
5. If you do not feel this body is effective or serving a useful purpose, would you recommend changes in its structure, or discontinuance? .

Implementation: All bodies covered by the policy shall submit reviews to COO within three years of the date of adoption of this policy. Subsequent reviews shall date from the time of submission of the first review.

Annual 96

Sunset Policy
Internal Review Policy

PRES.-ELECT SOMERVILLE: Microphone 7?

SARAH PRITCHARD: I have a question for the chair. Sarah Pritchard, Councilor-at-Large. In items under review, will policy monitoring committee also be looking at the impact of the new by-laws that were just passed by membership? I believe they will require that policy 6.6 be rewritten to conform.

CAROL BREY: We certainly will look at that as a policy issue.

SARAH PRITCHARD: Thank you.

PRES.-ELECT SOMERVILLE: Thank you, Carol. And we do appreciate the fact that this is your final report and we again thank you for all your hard work.

I now call upon Marva DeLoach, chair of the Committee on Organization to present that committee's report. Marcha? Microphone number 8.

SUSAN MADDEN: Point of information. I thought the members would like to know the plates brought in \$801 for the Freedom To Read Foundation. Thank you very much.

PRES.-ELECT SOMERVILLE: Thank you. That's wonderful news. And now we turn to Ms. Marva DeLoach.

MARVA DE LOACH: Thank you Pres.-Elect Somerville. I've been waiting in the wings thinking that my report would be done before I had a chance to come to the podium.

As you will note, the Committee on Organization has three information items in front of you. Before we begin talking about that, I wonder if all of the Councilors got two pages. Our report was somehow not stapled together, so there should be two sheets. A single sheet that has the --

Sorry about that. Council document 32.1. Did all Councilors get both sheets? Okay. The sunset policy is the separate sheet. I think there are some additional copies in the back if you don't have that. Our information items are the sunset policy that was mentioned earlier this morning.

I would say that we are bringing these to you as information items because we were unable to get a quorum to look at this. But we did want you to know what we were doing and how far we had come.

If there are any particular questions with regard to the sunset policy, and basically we are saying that Council charged us, we've come forthwith this, and if Council wants to --

I'd like to -- may I?

PRES.-ELECT SOMERVILLE: Microphone number 7.

SARAH PRITCHARD: Thank you. Sarah Pritchard, Councilor-at-Large. Member of the committee organization. Although we did not have a quorum at our meeting, we've been working on this policy for two years. And in order to bring it to the floor for official discussion by Council, I do have a motion. I move that the ALA Council adopt as policy the draft presented by the Committee on Organization as contained on page 3 of CD 32.1, including sections on applicability, process, and implementation. And I do have a second for this motion.

PRES.-ELECT SOMERVILLE: Thank you. Will you please bring your motion forward so that we can get it up on the screen? We appreciate that. Would you like to

speak to your motion? Microphone number 3.

SARAH PRITCHARD: As Council will remember, COO was asked by the former organizational self-study committee to develop this policy and we have been reporting to you over the last year or so on our progress.

We solicited information from every division, round table, and ALA committee as to their current way of going about this. And the policy reflects a very serious attempt to have units, and actually we can't just call them units because Norman will remind me that committees are not units. This is why we used the word body so we have some shorthand and not have divisions, round tables, committees, and other things. The review is something that we think will be very, very helpful. It will ask at the grass roots that people report to us on their own sense of whether or not, for example, among other issues, there is Overlap. We're perfectly prepared on COO to think that there might be very good overlap. And so these questions are simply an attempt to have committees, divisions, and round tables think about the process, insure that they have good communication if they wish to continue having a situation with many different related units. We wish the groups to think about the fiscal and other impacts of these overlaps. We also want groups to think about whether their current charge is up to date and whether they might be more appropriate as a limited term rather than a standing body. So there are really three issues in the policy. The appropriateness of the charge, the duration of it, and its relation to other units. But we think it is really --

Much of this language is taken right out of some of the divisional policy manuals. We think this will respond to a variety of needs and will assist groups in themselves thinking through these questions.

COO will then receive these reports and make recommendations to Council.

PRES.-ELECT SOMERVILLE: Thank you. Microphone number 7.

ABIGAIL STUDDIFORD: Chapter Councilor from New Jersey. Point of information, the supply appears to be exhausted in the back and I didn't get a copy and I think several other Councilors did not. Is there a way we can rectify that this morning or have copies in time for the next Council session?

PRES.-ELECT SOMERVILLE: Yes, we will take care of that.

ABIGAIL STUDDIFORD: Thank you.

PRES.-ELECT SOMERVILLE: Is there further discussion? Microphone number 2.

JAMES RETTIG: Councilor-at-Large I have a question that perhaps the committee would be permitted to answer if there is a plan for a way to stagger these reviews in this initial three-year period so that we can assure the most attention and effectiveness to them so there isn't a lot done in a rather cursory manner all at one time.

PRES.-ELECT SOMERVILLE: Microphone number 4?.

ALEXANDER BLOSS: This affects the divisions many have instituted sunset policies or are looking at them. I would move that we discuss this at the third Council to give me an opportunity to take this back to my division and discuss it.

PRES.-ELECT SOMERVILLE: Is there a second for the motion? (Seconded.)

PRES.-ELECT SOMERVILLE: It has been moved and seconded that the motion be postponed to Council III. Is there further discussion? I heard an objection.

Microphone 3?

LAWRENCE ROMANS: Tennessee chapter Council. This doesn't specify how the sunset review should take place within the divisions. It allows the division to determine how its sunset review will take place. And we will have plenty of business at Council III. So I don't see that the objection is substantive.

PRES.-ELECT SOMERVILLE: Is there further discussion? Again, the motion is to postpone this matter to Council III. Microphone number 4.

>> Janet Swanahill. I would like to speak in favor of the motion to postpone. This is a matter the divisions may be concerned with regardless of whether or not it's something that they may be free later to figure out how to implement. It seems a great mistake for the governing body of the overall organization to ignore the needs of its divisions in bringing this forward when it can be easily postponed for a single day.

PRES.-ELECT SOMERVILLE: Microphone number 4.

JUDITH ADAMS: I would also like to express the desire to be able to take this to a division Board meeting today. While I don't see any problems with it, I would like the opportunity to talk to my division because my division has not really seen this before.

>> I would withdraw my objection. (Consent.)

PRES.-ELECT SOMERVILLE: Microphone number 3.

>> I would just like to make a comment. I was shocked that COO didn't have a quorum. This is one of the major committees of our association. And it seems to me very strange that we didn't have a quorum at that meeting.

PRES.-ELECT SOMERVILLE: The vote --

We do need a vote on the motion to postpone Council III. (Consent.)

PRES.-ELECT SOMERVILLE: Is there any objection? Okay. The motion carries.

>> Looking at our second information item, does Council wish to discuss the ALA conference committee?

PRES.-ELECT SOMERVILLE: I've been informed by the committee chair that Councilor Hiatt was expected, but --

Microphone number 3.

PETER GRAHAM: Councilor-at-Large. To effect the deliberation that was intended to come before you, I formally move that we accept the report as stated here by Council on The ALA conference committee charge.

PRES.-ELECT SOMERVILLE: Point of clarification. Are you moving acceptance of the entire report?

PETER GRAHAM: Item B. on the ALA conference committee. (Seconded.)

PRES.-ELECT SOMERVILLE: Is there a second? (Seconded.)

PRES.-ELECT SOMERVILLE: Is there further discussion? (Consent.)

PRES.-ELECT SOMERVILLE: Is there any objection? The motion --

Is there objection? The motion passes.

MARVA DE LOACH: The third action item is the definitions. We expect to have those definitions formalized for you by mid-winter. We do have some drafts. So those will be coming forth to you by mid-winter.

The committee does not have any other meetings scheduled at this meeting --

At the ALA Annual Conference. You know, one of the things that is really hard as a

former Councilor and sitting in the back and hearing things that are discussed and remembering that I need to refer those to Council, so this is a learning experience for me. And it's good to stand here and look out at you. We thank you very much. If there are no further questions from the chair, this is the end of our report.

PRES.-ELECT SOMERVILLE: Thank you very much. (Applause.)

Microphone number 4.

EVIE WILSON-LINGBLOOM: Point of personal need, can we have a break?

PRES.-ELECT SOMERVILLE: Hearing no objection, we will declare --

Oh, Microphone number 7.

>> Point of personal privilege. Mary Anderson. I don't object but I would like if we're going to take a break, to invite any division Councilors representing divisions who I have not seen this morning to please see me during the break. Thank you.

PRES.-ELECT SOMERVILLE: Thank you. The chair will declare a ten-minute break. (Recess.)

* PRES. BETTY TUROCK: I'd like Treas. Ann Symons to come forward to give her report. Councilors, in the interest of moving forward, please take your sheets. Treas. Ann Symons, will you come to the podium? Councilor Treas. Ann Symons to the podium. Councilors, to your seats, please, so we can do the business that is before the Council. Thank you. We have a standoff here because the treasurer doesn't want to start until you're seated. And you're not going to be seated until she starts. So here we go. Thank you, Councilors. We'll proceed with the treasurer's report.

TREAS. ANN SYMONS: Thank you. It's a privilege to be addressing you today. For this report, the copies of information from the back room that I'm going to be referring to are the tabloid which is a report to members on ALA's finances and the report on tort ALA Goal 2000. When you elected me as your treasurer, I pledged I would work with you and I would bring you financial information that was clear and understandable. I leave office this conference knowing I have fulfilled my obligation to you, the members. I'm also pleased to introduce you to your new treasurer, Bruce Daniels. Bruce's knowledge of ALA, its values, priorities, and its finances will serve us all well over the next five years. Is Bruce here? Do you want to stand? Thank you. (Applause.)

My report covers five areas. The financial health of the organization, roles and responsibilities of financial leaders, a progress report on this year's budget, the operating agreement, and an opportunity to for you to ask your questions.

ALA, the oldest and largest Library Association in the world, is very financially healthy. I have nothing to report to you but glowing news. If you look at the tabloid which is a reprint of what was in American Libraries in the June issue, it highlights our financial accomplishments over the last four years. Now, when I say the last four years, I mean the previous four fiscal years. I'm not talking about this year which I know you have questions about. There are many measures of financial health. We have \$9 million in cash which is invested to earn interest for us to support our program. We have an endowment of over \$7.5 million. We own a building in Chicago that is free and clear. We have no debt. Our assets have grown consistently. We have established the fund for America's libraries as our fund raising arm of the association.

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