

LITA Board of Directors Meeting Minutes (draft)

May 20, 2016

2:30pm – 4:00pm CDT

Attended:

- Thomas P. Dowling (LITA President, July 1, 2015, to June 30, 2016)
- Aimee Fifarek (LITA President-Elect, July 1, 2015, to June 30, 2016)
- Rachel Vacek (LITA Past President, July 1, 2015, to June 30, 2016)
- S.G. Ranti Junus (Director-at-Large, July 1, 2014, to June 30, 2017)
- Ms. Jennifer Reiswig (Director-at-Large, July 1, 2013, to June 30, 2016)
- Ms. Susan Sharpless Smith (Director-at-Large, July 1, 2015, to June 30, 2018)
- Jennifer Emanuel Taylor (Director-at-Large, July 1, 2014, to June 30, 2017)
- Mr. Ken Varnum (Director-at-Large, July 1, 2015, to June 30, 2018)
- Ms. Andromeda Yelton (Director-at-Large, July 1, 2013, to June 30, 2016)
- Ms. Andrea Mullarkey (Parliamentarian, July 1, 2015, to June 30, 2016)
- Jenny Levine (LITA Executive Director, August 3, 2015, to June 30, 2020)
- Mark A. Beatty (Staff Liaison, July 1, 2014, to June 30, 2020)
- Nancy N. Colyar (Financial Advisory Committee, July 1, 2015, to June 30, 2016)
- Bohyun Kim (Director-at-Large, July 1, 2014, to June 30, 2017)
- Mr. Aaron W. Dobbs (LITA Division Councilor, July 1, 2013, to June 30, 2016)

Guests:

- Helen Gbala
- Topher Lawton
- Michelle Frisque

1. Call to Order – Thomas Dowling, LITA President

2:34pm CDT

2. Adoption of Agenda – Dowling

Passed by unanimous consent

3. Announcements and Introduction of Guests – Dowling

Yelton will keep the action items list.

4. 50th Anniversary Scholarship Campaign Brief – Levine

- MAY DOC #16-2 [LITA 50th Anniversary Task Force Update](#) (PDF, 1 page)
- MAY DOC #16-3 [LITA 50th Anniversary Scholarship Campaign Brief](#) (PDF, 3 pages)

Frisque presented information about the scholarship capital campaign, see documents. She asked for an amendment to the 50th Anniversary Task Force Charge in order to move forward.

Motion: Colyar moved and Fifarek seconded, to amend TF charge as proposed.

Passed by unanimous consent.

5. Strategic Planning – Dowling

- MAY DOC #16-4 [Towards a LITA Strategic Plan, 2016-2018](#)
- https://docs.google.com/document/d/1zzCB4zo6PQqBKfzFxdW4WhAj6gTqf9Wzx_k60mv5DpQ/edit#heading=h.oc0mbpfioIt

Discussion about the document. The organizing idea is a fleshed out goals statement, parallel with or the same as a list of goals. It should be more than strategic directions, but not a fully detailed 50-page manual. It is mostly ideas about what LITA should do next, how to proceed, and documenting what the Board is happy with so far. Each goal should address a real concern and not hypotheticals. The categories used are from Executive Committee discussions and can be amended by Board discussions. Perhaps the Board can identify foundational services and policies as opposed to creating new external or outreach services. The Board should make sure that the foundations of LITA are taken care of first.

Should the Board initiate a big hairy audacious goal or two? For example, membership gains with targets.

Levine is tracking LITA numbers for the past couple of years at this document:

- <https://docs.google.com/spreadsheets/d/13FTlx8DzERA4v4AukJj6WubGpM5tE2hCGUptkRmwI9w/edit?usp=sharing>

So a possible member goal might have more to do with not declining and staying steady.

Action item: Levine will begin tracking renewals vs joins

There is consensus on the categories so far. Next steps are to add goals to the categories.

Action item: Colyar will add more spaces to the document and table for the responsibility assignments.

Action item: Yelton will do a first draft to fill in the table, and Kim will then add her contributions. Everything should be ready by two weeks prior to the Annual Conference (June 13, 2016?) for a live edit document discussion.

Agreement and structure for work to be done:

- **Focus areas are:** Member Engagement, Organizational Sustainability, Education and Development, Advocacy and Information Policy

- **Concerns** are to be listed under each focus area
- **Goals** are to be developed (long-term and short-term) under each focus area
- **Action items** created under each goal with deadlines + responsible parties + resources + outcomes

Action item: Yelton will create the draft

Action item: Kim will add Concerns, listed below the timeline table

Action item: Team leaders will consult the document timeline table and generate enough content in each focus area to further facilitate discussions with other Board members to finalize each section's goals and outcomes before and at the Annual Conference.

- **Vacek – Member Engagement**
- **Varnum – Advocacy and Information Policy**
- **Fifarek – Organizational Sustainability**
- **Kim – Education and Development**

6. Review Action Items – Dowling

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7. Determine Agenda Items for Next Meeting – Dowling

To be determined

Adjournment Motion: Fifarek and Vacek moved.

Passed by unanimous consent.

Adjourned: 3:37pm CDT

Submitted by Beatty.