

Joint Board & Budget and Finance Committee Meeting

Tuesday, February 2, 2021

11:00 AM - 1:00 PM CST

Agenda

Time	Agenda Item
11:00–11:05 a.m.	1.0 Welcome and Minutes Volunteer (Allen) ACRL Budget and Finance Chair Carolyn Henderson Allen will welcome the Board, Budget & Finance Committee, and guests to the meeting. A volunteer from the Budget & Finance Committee will be asked to take minutes for today's meeting.
11:05–11:30 a.m. Information	2.0 BARC/ALA Exec. Board Liaison (Maggie Farrell) The group will receive an update on ALA Finances and the ALA Operating Agreement working Group from ALA Treasurer and ACRL's liaison from the ALA Budget Analysis & Review Committee (BARC) and ALA Executive Board.
11:30–11:45 a.m. Discussion/Action	3.0 C&RL News Printing Schedule (David Free) #B, #B1 The Board and Committee will review an action request regarding a revised <i>C&RL News</i> printing schedule. As the committee is responsible for making a recommendation to the Board, the committee will take action on the recommendation. Following the committee's recommendation, the Board will take action on the request.
11:45–11:55 a.m. Information	4.0 ACRL 2021 Conference Brief Update (Allen/Malenfant) The Board and Committee will receive an update on plans and financial projections for the ACRL 2021 Conference. Per the Board-approved plan, the ACRL Executive Committee took action in late September 2020 to approve that the face-to-face portion of the ACRL 2021 Conference planned originally for April 14-17, 2021 in Seattle, Washington be canceled and continue as a virtual-only event held April 13-16, 2021.
11:55 a.m.–12:05 p.m.	Break

Time	Agenda Item
12:05-12:20 p.m. Discussion/Action	5.0 Individual Membership Dues (Petrowski) #A, #A.1 The Board and Committee will discuss the individual dues rates for FY22. As the committee is responsible for making a recommendation to the Board, the committee will take action on the recommendation. Based on the committee's recommendation, the Board will take action on the FY22 dues rate.
12:20–1:00 p.m. Discussion	6.0 Next steps/New Business (Allen) The group will review any next steps and or topics for future discussions.
1:00 p.m. Action	7.0 Adjournment (Allen)

ACRL Joint Board/Budget & Finance Meeting – February 2, 2021

Document Inventory

#	Document
A	Board action form: FY22 Personal membership dues
A.1	FY22 HEPI Overview Increase Projection
B	Board action form: CRL News Print Status
B.1	Fall 2020 Minutes Excerpt - News Transition Excerpt

Association of College & Research Libraries
225 N Michigan Ave, Suite 1300, Chicago, IL 60601
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To: ACRL Budget & Finance Committee
Subject: Personal membership dues rate for FY22
Submitted by: Carolyn Henderson Allen, ACRL Budget & Finance Committee Chair
Date submitted: January 12, 2021

BACKGROUND:

In the spring of 2011, the ACRL membership approved a change to the ACRL Bylaws to vest the Board with the authority to raise personal membership dues rates within the constraint of the increases in the Higher Education Price Index (HEPI). The Bylaws read:

Section 3. Dues. The amount of personal member dues shall be determined by the ACRL Board of Directors. Annually, the Board of Directors will review and may authorize a dues adjustment not to exceed the percentage change in the most current Higher Education Price Index (HEPI) rounded to the nearest dollar. Adjustments in excess of the percentage change in the most current HEPI are subject to the approval of the membership in a mail or electronic vote. Organizational and corporate member dues shall be determined by the ACRL Board of Directors.

The Budget & Finance Committee is charged with making an annual recommendation for personal member dues rates to the Board. To determine its recommendation, the Budget & Finance Committee will consider the association's budget for the coming year and the HEPI in addition to the association's overall priorities and resources. The FY22 personal dues increase is based on the 2020 HEPI report which was released in December 2020. Going forward, the HEPI will now be announced only in December so there will be a one-year lag in applying the rate to the future dues considerations. Note: student dues have been set at \$5 for through FY22. Additionally, the ACRL Board of Directors at its June 23, 2020, virtual meeting accepted the recommendation of the Budget and Finance Committee to follow ALA's action and rescind the previously approved FY21 dues increase for personal and retired members as a symbolic gesture of solidarity and compassion during the COVID-19 pandemic.

Process for setting personal member dues rates:

- The Budget & Finance Committee vote at MW21 to determine its recommendation to the Board for the personal member dues rate for the coming year (FY22).
- The Chair of the Budget & Finance Committee will present the committee's recommendation item to the Board of Directors at its Midwinter Board meeting for consideration.
- The dues rate change (if any is approved) will begin September 1, 2021, which is the first day of FY22.

Calculation of allowable FY22 dues increase:

- The FY20 HEPI reported a 1.9% increase. 1.9% of ACRL's current personal dues rate of \$68 is \$1.29. Similarly, 1.9% of ACRL's current retired member dues rate of \$44 is \$0.83. Rounded to the nearest dollar the largest increase possible in FY22 for the regular personal member category is \$1.00 and \$1.00 for the retired member category.

Note: Six of ALA's eight divisions (AASL, ACRL, Core, PLA, RUSA, YALSA) have personal dues for regular members ranging from \$62-\$77. The other two divisions (ALSC and United for Libraries) have regular member dues of \$50-\$55. Seven divisions (including ACRL, AASL, ALSC, Core, PLA, RUSA, and YALSA) have retired member dues ranging from \$27-\$56. One division (United for Libraries) does not have a retired member dues category.

Motions**First Action: Budget & Finance Committee**

That the ACRL Budget & Finance Committee recommends to the ACRL Board of Directors raising ACRL regular personal membership dues by two dollars (\$2.00) and retired membership rates by one dollar (\$1.00) as permitted by the 2019 HEPI. The FY20 HEPI reported a 1.9% increase. This increase permits increasing the ACRL personal dues rates for FY22 to:

1. Personal members: \$69
2. Retired members: \$46

Second Action: Board of Directors (if above is approved)

That the ACRL Board of Directors approves the recommendation from the ACRL Budget & Finance Committee on raising ACRL regular personal membership dues by two dollars (\$2.00) and retired membership rates by one dollar (\$1.00) as permitted by the 2019 HEPI. The FY20 HEPI reported a 1.9% increase. This increase permits increasing the ACRL personal dues rates for FY22 to:

1. Personal members: \$69
2. Retired members: \$46

IF PERTINENT: Have other stakeholders been consulted? If so, please identify stakeholders and their comments about this action.

STRATEGIC GOAL AREA SUPPORTED: Please add additional sheets as needed to explain. (Select the goal area that will be affected most by this action.)

☐**Value of Academic Libraries**

Goal: Academic libraries demonstrate alignment with and impact on institutional outcomes.

☐**Student Learning**

Goal: Librarians transform student learning, pedagogy, and instructional practices through creative and innovative collaborations.

☐**Research and Scholarly Environment**

Goal: Librarians accelerate the transition to a more open system of scholarship.

☒**Enabling Programs and Services**

ACRL programs, services, and publications that target education, advocacy, and member engagement.

FISCAL AND STAFFING IMPACT:

See attached documents.

MOTION: ☐ Above recommendation moved ☐ No motion made ☐ Motion revised (see motion form)

ACTION TAKEN: ☐ Motion Approved ☐ Motion Defeated ☐ Other: _____

FY22 Personal Member Dues Increase Projection

Category	Current Rate	Projected FY22 HEPI ¹ Increase	\$ Amount**	Proposed FY22 Rate	Members*	Projected Revenue	Additional FY 22 Revenue	Cumulative Revenue from FY12 – FY19 Dues Increases****
Personal	\$68	1.9%	\$1.00 ²	\$69	7,736	\$533,784	\$7,736	\$401,944
Retired	\$44	1.9%	\$1.00	\$45	270	\$12,150	\$270	\$11,505
Students	\$5***	N/A	\$0.00	\$5	1,000	\$5,000	\$0	-\$56,368

Total	\$550,934	\$8,006	\$357,081
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*Based on the ALA December informal membership report. Calculations exclude the 205 personal members who pay no dues. Complimentary memberships are given to Spectrum Scholars, pre-1976 continuing members (retired with 25 years of continuous ALA membership), and pre-1976 life members.

**Increase rounded to the nearest dollar.

***Note: the \$5 student dues is a pilot program. The Board voted in FY20 to continue this program for an additional two years through FY22. Current ALA student dues are \$39.

****Cumulative revenue for FY20 is pending the release of ALA performance reports.

¹ HEPI stands for Higher Education Price Index. The Higher Education Price Index (HEPI) is an inflation index designed specifically to track the main cost drivers in higher education. Additional information is available at <http://www.commonfund.org/CommonfundInstitute/HEPI/Pages/default.aspx>. Data from the annual Commonfund Higher Education Price Index (HEPI) for 2020 was released on December 23, 2020. It shows that inflation for U.S. colleges and universities rose 1.9 percent in fiscal year 2020, a decline from last fiscal year's 3.0 percent rate increase.

² ACRL Bylaws Section 3. Dues. The amount of personal member dues shall be determined by the ACRL Board of Directors. Annually, the Board of Directors will review and may authorize a dues adjustment not to exceed the percentage change in the most current Higher Education Price Index (HEPI) rounded to the nearest dollar. Adjustments in excess of the percentage change in the most current HEPI are subject to the approval of the membership in a mail or electronic vote. Preliminary HEPI forecasts are now issued in April, June, and August, and this document will be updated in April 2021. 1.9% of ACRL's current personal dues rate of \$68 is \$1.29. Similarly, 1.9% of ACRL's current retired member dues rate of \$44 is \$0.83. Rounded to the nearest dollar the largest increase possible (at this time) for regular member categories in FY22 is \$1.00 and \$1.00 for retired members. Student dues were fixed at \$5 through FY22 and will be reviewed prior to FY23.

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Board of Directors Action Form

To: ACRL Board of Directors, ACRL Budget and Finance Committee

Subject: Transition of *C&RL News* to Online-Only Publishing Model

Submitted by: David Free, Editor-in-Chief, *C&RL News*

Date submitted: January 25, 2021

Background

Since 1966, *College & Research Libraries News* has served as the official publication of record of ACRL as well as providing articles on the latest trends and practices affecting academic and research libraries. *C&RL News* was published as a supplement to *College & Research Libraries* journal for several years until it became a stand-alone publication in 1975.

C&RL News is currently published in print and online 11 times a year. The magazine is distributed in print as a benefit to ACRL members, sent in print to non-member paid subscribers, and is freely available online as a part of ACRL's commitment to open access publishing. The magazine is supported financially through a combination of print and online product advertising, subscription revenue, sponsorships of table of contents alerts, sponsorships of the ACRL Update and Keeping Up With... newsletters, and ACRL's share of recruitment advertising revenue from ALA JobLIST, currently a joint project between the *News* and *American Libraries*.

Over the past few years, *C&RL News* has seen a decline in both the number of non-member print subscribers/subscription revenue and print advertising revenue. Due to the ongoing COVID-19 pandemic, recruitment advertising revenue through ALA JobLIST has declined exponentially as well. Assumptions generated as part of the FY22 ACRL budgeting process do not bode well for those revenue streams to rebound to pre-pandemic levels. In light of the current and future financial situation/projections, along with the ongoing examination of ALA's financial modeling as a whole, an examination of cost saving measures, including the possible changes to the frequency of the print version of *C&RL News*, is warranted to ensure the continued fiscal health of the magazine and the association.

Examining the print model of ACRL's serials is not unprecedented. In April 2011, a working group consisting of representation from the Budget and Finance Committee, *C&RL* Editorial Board, Publications Coordinating Committee, Scholarly Communication Committee, and Membership Coordinating

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Committee explored the question of transitioning *C&RL* journal to an online-only publication. The journal was provided as a member benefit in print at the time, along with having just transitioned to an open access online publishing model. The working group collected member feedback and examined the financial implications of changes to the journal's publication model. In June 2012, the working group recommended that *C&RL* move to an online-only publishing model at the beginning of 2014 and the Board of Directors approved that recommendation. The transition has been smooth, with *C&RL* online receiving 1,375,657 total views in FY20 while continuing to be a top-tier LIS research journal.

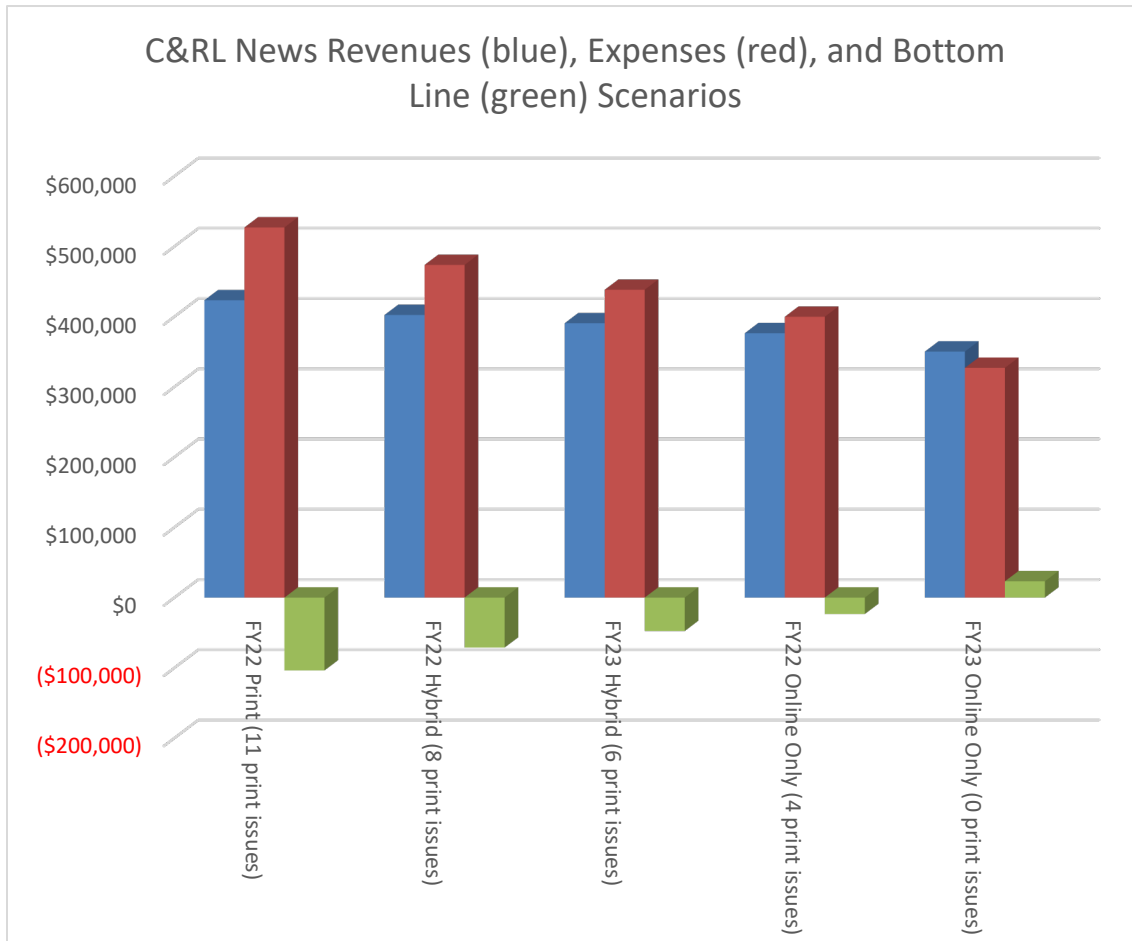
In the current pandemic-driven financial environment, an expedited review and decision-making process on the status of *C&RL News* in print is in the best interest of the association. To this end, the ACRL Board of Directors directed the *C&RL News* Editor-in-Chief to examine different print scenarios for the magazine (Doc B.1 Fall 2020 Board Proceedings Excerpt). After creating FY22 financial models for the magazine, the Editor-in-Chief recommends transitioning *C&RL News* to an online-only publishing model beginning with the January 2022 issue. The timing of the potential switch aligns with the paid subscription term of the magazine and allows for nearly a year of notification of the change for ACRL membership and the community at large.

The move to an online-only model would save approximately \$80,000 in FY22 when compared with the traditional 11 print issue model. Due to paid subscription terms running on a calendar year model while the ALA fiscal year runs from September 1-August 30, 4 print issues of the *News* (September through December 2021) would be produced in FY22, with print ceasing at the start of calendar 2022. This model would also lead to approximately \$125,000 in savings over the traditional print model in FY23, the first full fiscal year of the online-only model, based on a comparison with full print budget modeling for FY22.

A hybrid print and online issue approach was also considered and would save approximately \$30,000 over the 11-issue print model in FY22. Due to the paid subscription terms outlined above, 8 print issues would be produced in FY22, with the September-December 2021 issues being printed prior to the magazine moving to producing every other issue in print beginning in January 2022. Alternating issues in non-print months would be produced only online. This model would save approximately \$55,000 in FY23 with 6 issues being produced in print beginning that fiscal year. While this model does produce savings and keeps some print presence, the Editor-in-Chief believes that the online-only model will better position the magazine and association financially in both the short and long terms while avoiding possible confusion and conflict over which articles appear in print issues versus being produced solely online.

The table below shows *C&RL News* total revenues (blue), expenses (red), and bottom line (green) for the scenarios outlined above. In each model, subscription and print advertising revenue will decrease at a lower rate than the progressive savings in expenses, allowing financial performance to improve. Online and recruitment advertising revenue will be unaffected by the changes to the print model in the current environment. Each model shows progressively greater overall savings, with the bottom line expected to

be back in the positive by FY23 under the online-only publication model, based on FY22 revenue projections.



Awareness of the publication of issues is currently done through email table of contents alerts sent to all ACRL members and other interested parties, posting notifications of new issues on the ACRL Insider blog, and sharing new issue availability on ACRL social media. The Editor-in-Chief will examine other methods of keeping awareness of the magazine high in the online-only environment in conjunction with the Editorial Board if the print model change is approved by the Board of Directors.

Stakeholders

C&RL News Editorial Board, ACRL Publications Coordinating Committee, ACRL Membership Committee, ACRL Section Membership Committee were consulted. In their discussion of the proposed change during their January 2021 meeting, the C&RL News Editorial Board agreed that the transition to an online-only model is in the best interest of the magazine. The ACRL Publications Coordinating Committee also voted to approve the proposed change in their January 2021 meeting.

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Feedback on the potential change was also requested from the ACRL Membership and Section Membership Committees, with a particular eye on the impact of those changes on the magazine as a tangible benefit sent to members in physical form each month. Neither committee raised objections to the proposal, and both were pleased to support the recommendation for change.

Fiscal and Staffing Impact

The fiscal impact is noted in the narrative above and the transition would have no impact on staffing.

Budget & Finance Action Recommended

That the ACRL Budget and Finance Committee approves to make a recommendation to the Board to transition *C&RL News* to an online-only publication model beginning with the January 2022 issue.

Board Action Recommended

That the ACRL Board of Directors approves the recommendation from the ACRL Budget and Finance Committee to transition *C&RL News* to an online-only publication model beginning with the January 2022 issue.

Strategic Goal Area Supported

Please see the [ACRL Strategic Plan](#), and select from the drop-down the goal area that will be affected most by this action.

☐ Value of Academic Libraries

Goal: Academic libraries demonstrate alignment with and impact on institutional outcomes.

☐ Student Learning

Goal: Advance innovative practices and environments that transform student learning.

☐ Research and Scholarly Environment

Goal: Librarians accelerate the transition to more open and equitable systems of scholarship.

☐ New Roles and Changing Landscapes

Goal: Academic and research library workforce effectively navigates change in higher education environments.

☒ Enabling Programs and Services

ACRL programs, services, and publications that target education, advocacy, and member engagement.



Association of College and Research Libraries

Fall Board Virtual Meeting

November 16, 2020

1:00–4:00 p.m. Central

Zoom

Proceedings Excerpt

8.0 C&RL News Printing Schedule (David Free) #8.0

The Board welcomed to the meeting ACRL Editor-in-Chief of C&RL News/Senior Communications Strategist David Free to discuss options for the *C&RL News* printing schedule. Free advised that the earliest a change would begin would be January 2022. He shared that there are three options for the Board to consider: (1) continue printing schedule as is with eleven issues per year, (2) hybrid with six printed issues per year, or (3) online-only model with no printed issues.

The Board asked if ad revenue would be decreased if the magazine moved to the online-only model. Free advised that the online-only model would not have print ad or subscription revenue. Print ad and subscription revenues were declining before the pandemic, with non-member subscriptions declining 10-15% each year for the past five or six years. Savings from not printing would be greater than the lost print ad and subscription revenues. Digital advertising and ACRL's share of revenue from ALA JobLIST would not be impacted by the shift in publishing model.

The Board asked if there is existing data on if members value a printed copy of *C&RL News*. In January 2014, *C&RL* moved to an online-only model, which is the same year a membership survey was conducted. The survey found that most members accepted *C&RL*'s move to online-only if there was a robust online platform. Since *C&RL* moved to a digital platform, ACRL has not received negative feedback on the transition.

It was asked whether, if the Board were to approve the hybrid model, it could review again in the future and consider an online-only model. Free replied that if the Board approved a hybrid model, feedback could be gathered from stakeholders and the Board could review and take action again at a future date.

Next steps: *ACRL Editor-in-Chief of C&RL News/Senior Communications Strategist David Free will further research the implications of a new C&RL News printing schedule and will share additional information and a request for the next Board meeting.*