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**PLA Board of Directors Meeting**

**February 24, 2023**

**Virtual**

**Present:** Sonia Alcantara-Antoine, PLA President-elect; Clara Bohrer; Stephanie Chase; Michael Colford; Mary Ellen Icaza; Dr. Maria McCauley, PLA President; Dr. Brandy McNeil; Dara Schmidt; Deb Sica; Erica Freudenberger

**Absent:** Melanie Huggins, PLA Past-President

**Guests:** Jeannie Dilger, PLA Director-at-Large Candidate; Jessica Dorr, PLA Presidential Candidate; Corey Fleming, PLA Director-at-Large Candidate; Christina Fuller-Gregory, ALA Division Councilor Candidate; Tamara King, PLA Director-at-Large Candidate; Michael Lambert, PLA Presidential Candidate; Veronda Pitchford, PLA Director-at-Large Candidate; Eric Suess, ALA Presidential Candidate

**PLA Staff:** Katina Jones, Sara Goek, Megan Stewart, Mary Hirsh, Mary Davis Fournier, Eliana Kleiman, Samantha Lopez

1. Welcome and Introductions, *Dr. Maria Taesil Hudson McCauley, President*
   1. Maria welcomed election nominees as esteemed guests, and congratulated Stephanie Chase on her election to the ALA executive board.
2. EDISJ work, *Sonia Alcantara-Antoine, PLA President-elect*
3. By consent, the board approved the adoption of the meeting agenda.
4. By consent, approved the consent agenda as presented.
   1. Agenda approved.

**Consent Agenda Document Number**

1. Organizational Excellence and Governance
   1. Draft January 2023 Board Minutes 2023.21

Motion to approve January 2023 Board meeting minutes. Motion was approved.

**Action/Discussion/Decision Items Document Number**

1. Introduction of ALA and PLA Election Candidates no document

(Invited to be introduced are ALA Candidates for President Cindy Hohl and Eric D. Suess; PLA Presidential Candidates: Jessica Dorr and Michael Lambert; PLA Director‐at-Large Candidates: Jeannie Dilger, Corey M. Fleming, Tamara M. King, and Veronda J. Pitchford; ALA Division Councilor Candidates: Christina Fuller-Gregory and Deb Sica.)

Candidates were introduced and each made a 3-minute statement to the board.

1. FY23 Budget Q1 Financial Results, *Clara Bohrer*
   1. FY23 Final Version 2023.22
   2. FY23 First Quarter Results
      1. Status 2023.23a-d
      2. Narrative 2023.24

Clara brings attention to three things:

* FY23 Budget final version memo. There was a discrepancy of $1,117 between the budget approved by the board and the final version at the close of the ALA budget platform due to timing. There is no need for a motion to approve, but this update is the included going forward.
* Q1 financials indicate first quarter financials in comparison to the previous year. Clara proposed that we need to be comparing like to like. If we analyze the first quarter of a year, we should compare it with the first quarter of the previous conference or non-conference year. Financials will reflect this going forward.
* Clara noted “Friends of PLA Libraries” funds will be included in forthcoming financial reports. This fund can be used for program priorities and scholarships. ALA is working on a report that will include statements for the “Friends of” account. As soon as we begin getting regular statements, they will be included in the balance sheet.

Clara invited questions. No questions were presented.

1. FY24 Budget Planning, *Bohrer, Mary Davis Fournier, all*
   1. FY24 Budget Assumptions 2023.25
   2. FY24 Draft Budget 2023.26a-b
   3. ACTION to Approve Draft FY24 Budget 2023.27

Clara noted that this draft budget was reviewed by the budget and finance committee on February 16th. Mary gave an overview of the draft budget. The strategy is conservative. This is a conference year, so this is the year that we make our revenue that covers our spend-down year or non-conference year. 2022 conference revenues are our baseline. Our expenses are not static; some expenses are known; inflation is a factor. Some expenses are not yet known. It is too early to predict ongoing inflationary issues.

Mary flagged that we have budgeted to increase membership dues by 5%. This is tied to the average CPI and the ALA membership office’s proposed increase. The budget and finance committee requested that we freeze student dues, and the budget has been adjusted to accommodate this. The student membership fee remains at the FY22 level.

Mary reminded us of the timeline for this budget. Mary will submit the draft by March 1. This conservative budget will be reviewed by ALA. ALA will determine its overall financial picture, then come back to PLA with requests (likely expense reductions). We will act on this, and by that time have more precise information on the outlook. We will likely see this second budget by June. ALA is working to get it approved before the beginning of the fiscal year.

Clara pointed out that we are not making any statement as to what we are planning to do with our endowment interest payout. We will wait to see what ALA’s whole forecast looks like, and in June, Budget and Finance Committee will recommend its disposition.

Clara expressed optimism that as we move further away from the pandemic, we will recover numbers of attendees and exhibitors at conference.

Clara invited questions and discussion.

Stephanie hoped that PLA would be more proactive than ALA. The state of ALA’s budget was worrisome to Stephanie, especially with its number of staff vacancies.

Clara noted that the Budget and Finance committee is currently working on the Gates transition plan. We will have to make decisions about what we need to keep or drop based on the goals of our strategic plan. This transition will happen in an orderly fashion.

Michael echoed Stephanie that it’s refreshing and comforting to know the care that Clara and MDF take in preparing these budget documents and disseminating the information for us. He expressed that the conservative budget is a smart one, while still being optimistic. It pushes us to think more strategically and sets PLA up well.

Clara called for a motion to approve the draft budget as presented. Michael made the motion. Mary Ellen seconded. Group consensus in favor of approving the draft budget. **Motion passed.**

1. New Business, *all* no document

Meeting concluded.