

**TO:** Core Board of Directors

**TOPIC:** December 2022 Core Administrative Report

**ACTION / INFORMATION / REPORT:** REPORT

**ACTION REQUESTED BY:** Julie Reese, Interim Executive Director

**SUBMITTED:** December 21, 2022

## Office

- My work this fall has focused on taking over as Interim Executive Director after Kerry Ward left at the end of September, and ensuring that the important work of the division continued.
- I named Tom Ferren Interim Leadership and Learning Deputy Executive Director to carry on the work of overseeing the Core Continuing Education program.
- In October, Tom Ferren and I assisted with the planning and execution of Core Forum 2022 that took place October 13-15 in Salt Lake City. More than 40 programs and preconferences were presented. Registration reached 272. Budget was based on 300 in attendance.
- General support in the fall included closing and updating FY22 financial reports in November and December for the Budget and Finance Committee and updating the proposed FY23 budget. Preparation for the 2023 election, awards planning, and fundraising planning also took up considerable administrative time in the fall. Other duties included general support of the Core Board, and section leaders, as well as other committees and interest groups.
- I participated in monthly meetings with the ALA Unit Managers, and in December attended the first meeting of the entire Internal Staff Operational Practices Working Group.
- Tom Ferren and Mia Blixt-Shehan continued to support the Continuing Education Coordination Committee and their work on webinars, web courses, classroom, and e-Forums. Tom supported the Conference Program Committee and coordinated the selection of programs for the 2023 ALA Annual Conference.
- Brooke Morris-Chott was active with Preservation Week activities and supporting the Core Publications Coordination Committee as well as the journal editors with their work moving the journals to one open access platform.
- In December 2022, Brooke Morris-Chott, the Advocacy and EDI Program Officer, left Core/ALA. Her duties will be distributed to remaining Core staff until a new hire is in place. We are currently working on a search to fill the open Membership & Marketing Specialist position.

## Core Administration

- The Core Leaders Group (President Margaret Heller, President-elect Wendy Tressler, Past President Lindsay Cronk) and I met weekly. Margaret Heller, Wendy Tressler, and I had an all-day strategy meeting on December 12 at the Renaissance hotel in Rosemont, IL.

- The Board spent the past six months working on and finalizing the Core Strategic Action Plan for 2022-2025, requesting input and feedback from chairs, section leaders, and members.
- Core is searching for the 2023 Preservation Week honorary chair. This year's chair was Elizabeth Yeampierre and the theme focused on preservation in the face of climate change. About 600 members of the public and libraries viewed last year's webinars "How to Implement Sustainability in Your Facility" and "Digital Preservation's Impact on the Environment." Preservation Week for 2023 will be held April 30 – May 6.
- See the Continuing Education and Membership reports for more information on those topics.

### **Partnerships/Sponsorships/Opportunities**

- In honor of Open Access Week 2022, Core held a one-week campaign (October 24-30) to raise funds to help the three journals (*Information Technology and Libraries*, *Library Leadership & Management*, and *Library Resources & Technical Services*) be sustainably open access. A total of 21 donors gave \$775.

### **2022 Fall Activities**

- The Core Forum took place Oct 13-15 in Salt Lake City. More than 40 programs and preconferences were presented. Registration reached 272. Budget was based on 300 in attendance.
- In Q1 of FY23, Continuing Education produced 10 paid and 1 free webinars reaching 537 individuals and groups, 2 classrooms reaching 20 individuals, and 9 online courses reaching 267 individuals.
- We are seeing increased webinar attendance and higher group purchases for Continuing Education events. CE gross revenue in Q1 of FY23 is at \$79,116, compared to \$45,996 in Q1 of FY22.
- New Member Benefit announced: Free Access to the OCLC WorldShare Management Services Sandbox, the test environment for the WMS platform, to allow Core members seeking professional development opportunities a chance to work hands-on with a cloud-based library management system.
- The Core Leadership Development & Mentoring Committee launched a new Mentoring Program that pairs Core members who are currently in leadership positions with Core members who are interested in becoming leaders.
- On December 8, the Core Technology Section held a virtual event for current and prospective members to learn how to get involved in committees, interest groups, and other opportunities within the section.
- Members continue to give us positive feedback about our weekly "This Week in Core" email to members, started in March 2022.