**TO:** PLA Board of Directors

**RE:** Scheduling Board Meetings Through Next Year

**DATE:** April 13, 2020

**ACTION REQUESTED/INFORMATION/REPORT:**

Information/Discussion

**ACTION REQUESTED BY:**

Barb Macikas

**DRAFT OF MOTION:**

NA

**BACKGROUND**

Due to the changes ALA was already planning related to its January event, as well as the impact of COVID-19, the PLA Board’s traditional meeting calendar needs to be revisited and new meeting dates need to be determined. Additionally, the Board (or a subset of the board) may want to discuss standardizing a regular series of virtual meeting in-between the usual quarterly schedule. ALA’s finances and restructuring plans may require our board to meet more frequently. Finally, the Board may want to standardize PLA board participation in ALA Board meetings including those held monthly as well as meetings held at conferences and in the Spring and Fall.

PLA Board Quarterly Meetings

**June 2020** (in place of ALA Annual Conference meeting). Among other things, this meeting will allow for a final review of the PLA FY21 budget, including recommendations from PLA B&F. We need to determine a date for June 2020. Assume this meeting will be held virtually.

**Fall 2020.** The past few years this meeting has been held at an urban public library. Prior to that, it was either held in Chicago or it was held in conjunction with the conferences of related groups such as ICMA. We need to lock in a date and determine whether this meeting will be virtual. If in person, where should we hold the meeting?

**Winter 2021**. ALA is transitioning Midwinter to be an event focused on education. Given that, in 2020, the PLA board did not meet at Midwinter and met in Nashville in Feb. instead. What is the board’s preference for a January 2021 meeting and future January meetings?

**Spring 2021.** The spring PLA board meeting was previously tied to ALA Legislative Day. Given the future of that meeting is uncertain, what is the Board’s preference regarding future Spring meetings?

Scheduling PLA Board Calls between Quarterly Meetings

Should the board schedule more regular meetings beyond our usual quarterly schedule? How often? Should entire board be included?

PLA Board Attendance at ALA Board and Finance meetings

**ALA Board Monthly Calls**. Shall we continue our practice of sitting in on ALA Board monthly calls? We are currently scheduled through June 16. Clara attended the April 21 call; Amita will attend the May 19 call and Stephanie the June 16 call. ALA maintains a calendar for future monthly board calls are [here.](https://connect.ala.org/events/calendar?CommunityKey=927d02c1-673b-4e91-9911-8fdf8dc3407f)

**ALA Quarterly Board Meetings.** Clara, through her role as our Finance Officer, has attended BARC, ALA Finance & Audit, and relevant portions of the ALA Board meetings. Other PLA board members have attended virtual ALA Board meetings and reported back. Should these practices continue?