**PLA Board of Directors Meeting**
**Virtual Meeting – 1:00-4:00pm Central, September 10, 2021**

Zoom Logistics

- Login instructions appear below.
- Use Zoom in gallery view.
- Mute by default except the speaker.
- PLA President Melanie Huggins will call on people, so people don't speak over one another.
- Feel free to use chat; staff will keep an eye on the chat and bring those questions into the discussion when appropriate.
- Use the yes-no-raised hand options.
- We will use screen sharing where appropriate. Be sure to have your board docs accessible too!
- We will take multiple breaks during our virtual board meeting.

**Revised Agenda**

Note: Items highlighted in <mark>yellow</mark> below were updated September 8, 2021.

1. **Welcome and Introductions**, *Melanie Huggins, PLA President*

2. **Action Item:** Adoption of the agenda
   Additional items may be added to the agenda prior to the adoption of the agenda. Items may also be removed from the consent agenda and moved to a discussion item. The PLA Board's adoption of the consent agenda constitutes approval of those items on consent that have not been removed for discussion. PLA policies related to Board service, the strategic plan and Board roster have been included in ALA Connect as reference materials. These are not agenda items.

| **Consent Agenda** | **Document Number** |
|---|---|

3. *Organizational Excellence and Governance*
   a. Draft June 2021 Board Minutes ................................................................................. 2022.1

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

4. PLA President Update, *Melanie Huggins* ..................................................................... no document

5. PLA President-elect Update, *Maria McCauley* .............................................................. no document

6. <mark>PLA Executive Director Update, *Mary Davis Fournier* ................................................. no document</mark>

7. PLA Liaison to ALA Executive Board Update, *Larry Neal* ......................................................... 2022.2

**Zoom Instructions**

PLA Meetings is inviting you to a scheduled Zoom meeting.

When it's time, please click this link to join the meeting:
https://ala-events.zoom.us/j/91491961830?pwd=eGVXanp5ejcwb3U2YTNobnhUdTQ4Zz09

Meeting ID: 914 9196 1830
Passcode: 690192

Then follow the on-screen prompts to connect your audio via either computer or telephone.

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If you're unable to join the meeting online and can only listen in via telephone, then use these numbers.
Use this telephone-only option only if you have NOT joined the meeting via the link above:

One tap mobile
+13126266799,,91491961830# US (Chicago)
+12678310333,,91491961830# US (Philadelphia)

Dial by your location
    +1 312 626 6799 US (Chicago)
    +1 267 831 0333 US (Philadelphia)
    +1 301 715 8592 US (Washington DC)
    +1 206 337 9723 US (Seattle)
    +1 213 338 8477 US (Los Angeles)
    +1 253 215 8782 US (Tacoma)
Meeting ID: 914 9196 1830
Find your local number: https://ala-events.zoom.us/u/aeopu390

**PLA Board of Directors Meeting**
**June 18, 2021**
**Virtual**

| | |
|---|---|
| **Present:** | Michelle Jeske, President; Melanie Huggins, President Elect; Directors-at-large: Cindy Fesemyer, Toby Greenwalt, Amita Lonial, Dara Schmidt, Kelvin Watson; ALA Division Councilor: Stephanie Chase; Clara Bohrer, Fiscal Officer |
| **Absent:** | Ramiro Salazar, Past President; Brandy McNeil |
| **Guests:** | Erica Freudenberger, incoming PLA Director-at-Large; Dr. Maria Taesil Hudson McCauley, incoming PLA President Elect; Christina Rodriques, co-chair, Forward Together Work Group; David Sheffieck, ALA Community Engagement Manager; Candice Wing-yee Mack, incoming PLA Director-at-Large; Abby Strauss, Maverick & Boutique; Jane Darling Maverick & Boutique |
| **PLA Staff:** | Mary Davis Fournier, Executive Director; Larra Clark, Deputy Director; Mary Hirsh, Deputy Director; Kathleen Hughes, Publications Manager; Melissa Faubel Johnson, Conference Manager |

1. Welcome and Introductions, *Jeske.*
2. By consent, the board approved the adoption of the meeting agenda.
    a. Clara added update on OA workgroup item
3. By consent, approved the consent agenda as presented.
    a. Agenda approved

| **Consent Agenda** | **Document Number** |
|---|---|
| a) May Board Meeting Minutes | 2021.67 |
| b) PLA President's Report to ALA Council and EB | 2021.68 |
|     a. Appreciation for work of Michelle and staff for all that was accomplished last year | |
| c) Combined Initiatives Report | 2021.69 |
| d) Combined Operations Report | 2021.70 |
|     a. Gratitude for Scott Allen's work on Benevity donations | |
| e) Continuing Education Report | 2021.71 |
| f) PLA 2022 Conference Report | 2021.72 |

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

4. Welcome new PLA Board Members (no document). Jeske welcomed Dr. Maria Taesil Hudson McCauley as PLA President Elect. Dr. McCauley's term as President Elect will begin on July 1, 2021, and she will serve as 2022-2023 President and 2023-2024 Immediate Past President. Jeske also welcomed Erica Freudenberger and Candice Wing-yee Mack as incoming PLA Directors-at-Large. Freudenberger and Wing-yee Mack were elected to three-year terms, beginning July 1, 2021 and ending at 2024 ALA Annual Conference.

Jeske expressed excitement to have Candice, Erica, Maria join us as PLA onboards a new Executive Director and operationalizes the strategic plan refresh. New members will be welcome additions as the PLA Board advanced the work

5. Reflections, *Jeske* (no document).

Jeske directed attention to the PLA President's Report, EB2021.68 and thanked Staff for the good work pulling together the highlights. It has been an extraordinary year, bookend by saying goodbye to Barb Macikas and welcoming Mary Davis Fournier. Highlights include refreshing the strategic plan at its midpoint, and in response to changes in the field wrought by the pandemic and an increase in the number of grants PLA received.

Jeske pointed out the pandemic affected PLA in many of the same ways as libraries. Staff showed great flexibility, advocated at federal level, and moved programs online to meet member needs. So much good work happened this year, especially considering the reduced staffing level.

Jeske recognized Clara Bohrer for her work as the budget chair, and on the Operating Agreement work group, and overall knowledge and advice regarding ALA context. Stephanie Chase was thanked for her council work.

This year was very much about transition. Looking forward to Melanie Higgins and Mary Davis Fournier's leadership. Jeske believes PLA supports transformation of public libraries as anti-racist organizations that are truly responsive to community needs. PLA is well positioned to continue that work under Huggins and Davis Fournier's leadership.

Huggins thanked Jeske for all her work, indicating PLA is a far different place due to Michelle's leadership

6. PLA President Update, *Jeske* (no document).

Jeske participated in a few media interviews, including with the Washington Times. Jeske and Davis Fournier met to provide insights. Huggins was thanked for facilitating efforts to prepare recommendations for Davis Fournier based on strategic planning work. Jeske will participate in ALA Annual, including meeting with Councilors, the New Member Happy Hour, and the Planning and Budget Assembly.

7. PLA President-elect Update, *Huggins* (no document).

Huggins thanked Hirsh and Allen for all the support over the year, especially recently with committee assignments. She will work with Davis Fournier on better onboarding and aligning committees to work of board and strategic priorities. Huggins will also participate in ALA annual and is populating her calendar.

8. Executive Board Liaison Update, *Neal* (no document).

Jeske reported on behalf of Neal. There will be a finance update at annual with a second pass at the FY22 budget that will go through BARC. The executive board is working for a balanced budget, and appointing endowment trustees. There will be an operating agreement conversation at PBA. The executive board recently approved a name change to Philanthropy Advisory Group. As of meeting time, Annual has 7500 registrants, optimistic it will make 9100 goal. Juliane Morian is LLX program chair, the proposal submission process is open. There will be a Forward Together Update at Council.

9. ALA Code of Conduct, *Sheffieck* (2021.73 a-b).
President Jefferson  appointed a workgroup to look at comprehensive standardized code to apply to all channels. There are two dozen codes of conduct across ALA, managed by different staff. Member group working on it since January. 300 comments given in May.

COO voting on a standing committee to monitor and revise code ongoing.
Chase had questions about moving from staff driven to member driven committee charged with monitoring and wondered if this may be in conflict with what is coming from Forward Together. Who would own this committee?

Sheffieck indicated member-driven is best practice. There is widespread precipitation that staff moderation is not transparent or accountable. He expressed some concern about council reaction to committee request, but doesn't feel that this can wait until Forward Together. The Executive Board feels this is a priority, needing a process now. Whatever happens with Forward Together will impact this, but it is a future question.

The new code is being proposed as ALA is migrating off Sympa to Connect, where there is better ability to moderate and provide oversight so members have a secure space to engage
Chase indicated the PLA board will need to have a conversation about how it uses Connect, and decided public record and what is casual communication. Davis Fournier indicated PLA Board space on connect is private by default.

Motion to Support revisions to Code of Conduct
Move to table motion until end of action items on board meeting agenda in case relevant information surfaced during the SCOE Resolutions conversation. Motion tabled.

10. SCOE Resolutions & Council Agenda, *Chase, Rodriques* (2021.74).

Rodrigues started by providing a grounding context on the work. Forward Together resolutions workgroup convened in March. Understood the charge to draft resolutions to reorganize governance at

a conceptual level; the finite details were not part of charge, which put the process at disadvantage. She recognizes confusion, looking forward to robust conversation.

There is a lot of parallel work the FTWG is not privy to, such as code of conduct, introducing opportunity for confusion.

Structure of work is 23 councilors in 6 subgroups. Executive board leadership has plans for an implementation group or next steps, but the current work group is not involved in that. Council will deliberate, but not confident the group will get very far. It is expected the resolutions concerning Core Values and Round Tables will pass. Less certain than others, a lot of interdependencies and complexities that have not been worked out yet.

Rodrigues and Chase led the board through a discussion of each resolution with an intended outcome of voting on each.

First Resolution describes the creation of a Task Force to review Core Values, and establishment of related standing committees. Chase feels there is no reason to oppose, this should pass easily. The more ALA can structure around an immovable set of values, the better for organizing the work of the Association. This is not a standing committee, and has more flexibility as a task force. Core values appear in so many different places, TF will look across, determine the final language and then disband.

Bohrer asked if there was information or reports on the financial impacts of all resolutions. The initial point of SCOE was to look at member engagement, streamlining and sustainability.
Rodriques indicated there is a fiscal analysis workgroup, but they just received the recommendations. That group is planning on issuing a report by 6/23 with high level financial impacts. ALA Executive Director Tracie Hall is involved in financial conversations, also operating agreement work group.

Creation of Core Values Task Force: Move that PLA's supports creation of Core Values task force as set out in resolution. Board votes to support the resolution.

Second Resolution addresses Round table size and structure. Requires that RTs maintain minimum members, common bylaws, and dues structure.
Boherer would like to see stronger language if requirements are not met. Not "may" but "shall" to ensure action is taken. Chase agreed this is a situation where fiscal sustainability should be part of conversation and will look bring amendment to this language on floor.
Rodrigues said the idea of power is something WG struggled with. Where does that live, how does it shift and change. Not about power, but who has responsibility for what and how does that get shifted.

Davis Fournier received late communication for ALA Membership director, background document included with FT resolutions fiscal analysis of dues structures for RTs and Divisions. Bundled together, but no action items for divisions at this time.

Motion to support resolution regarding Round Table structure, size, and pricing passes.

Third Resolution describes changes to the Executive Board. There was a lot of support during SCOE to change size and make-up of the executive board. Current resolution proposes dissolving the Executive

Board and  replacing it with Board of directors, increasing the size from 12 to 18, and including significantly more directly elected.

- 8 members directly elected by membership including 4 Officers, 6 members from assemblies (including two from divisions), opportunity to appoint 3 members for gaps in representation and diversity. BOD members would serve as councilors. Roles and responsibilities clarified in
- Slight amendment we haven't seen: 18 people, 4 officers, 4 members directly elected, 6 assemblies, 3 experts.
- Roles and responsibilities described in resolved clause as: guides the vision of the association, shapes association strategy and goals, has fiduciary responsibility for the association's assets and investments, recruits and appoints and works with the association executive director, and oversees the association audit process
- Still a lot of confusion on who is responsible for what between council and board
- For 4 directly elected: process will fall into implementation but assumed it will be a combo or nominating and putting self forth

Chase feels it is crucial to support this change as direct election is powerful but it may be advantageous to wait until the fall to bring this for a vote.

Motion to support creation of BoD with increase in directly elected members. 8 directly elected by membership (4 existing officers plus 4 general members). Motion passes

Clarification was sought on the assemblies.  The idea of electing out of assemblies is to come together, but it might lead to competition. Assemblies would hopefully move member leaders away from representation by library type to represent all divisions.

Rodrigues was asked what would help to get this passed. She feels fiscal implications and representation will be a sticking point. President Jefferson will likely look for consensus and so some parts may pass now. Increasing direct election is the most important aspect of resolution.

Fourth resolution describes establishment of 6 Standing Committee of the Association.

Proposing six committees each with 10 directly elected member, 5 appointed, a board liaison, and staff liaison
Chase recommended supporting Proposed Finance and Audit, Leadership Development, Nominating, and Association Policy as described
Public Policy and Advocacy and Professional Values might be too broadly charged for 15 people
Standing committees should be what is absolutely essential. The resolution describes a substantial reduction in committees.

Motion to approve 6 standing committees as proposed to align structure, support reduction for fiscal responsibility, support direct election, support what is absolutely essential while acknowledging committee can be added in. Motion passes.

Fifth resolution describe Assemblies
This resolution and structure is still very vague, highly unlikely to pass. It is unclear what problem Assemblies are trying to solve and divisions do not appear to have a lot of power within the Assembly structure.

Motion to not take a position until we have more information. Motion passes.

Sixth Resolution describes changes to Council make up
There is not a resolution coming forward to dissolve council, which was a SCOE recommendation. Rather, current resolution proposes to reduce size from 180 to 65; Moves fiduciary responsibility to Board of Directors; will pull 5 members from 3 standing committees, and at large positions; eliminates in-person meeting requirement, doubles yearly meetings to 4; shifts focus on policy and keeping current.

PLA initially supported dissolution of council during SCOE process and would support a resolution brought to the floor to dissolve council.

Motion: PLA in alignment with previously stated directions votes to dissolve council in its entirety, with policy making responsibility with expanded and more directly elected BoD. Motion passes (Greenwalt not present at time of vote)

Chase reminded the group any councilor can put a resolution up at Council I. She can put something forth to extend to allow for time to show interdependencies and fiscal impacts.
Rodriquez reminded the group that the current work can only extend to fall with a very detailed action plan. Need to break into smaller chunks.

Motion: Support a resolution to postpone these discussions until PLA board can analyze the full financial impact. Motion passes. Chase and Rodrigues will confer on wording and process for Council I floor resolution.


11. Financial Reports, *Bohrer* (2021.75, 2021.76a-d, 2021.77-80).

PLA is on trend to end up in better positioned than budgeted.
Current year budget: first pass had only low revenue numbers, which underestimated conference and projects. BARC pushed back, and staff were allowed to increase conference lines in the second iteration. PLA B&F reviewed, recommends approval knowing we have one more opportunity to revise.

Motion to approve draft budget as presented. Motion passes.

Bohrer thanked Allen for his work on managing the budget and creating easy to read reports.

ALA Executive Board asked staff to bring forth a balanced budget. PLA may be instructed to reduce expenditures, based on a proportional amount. More info to come following Annual conference governance meetings.

Systemic issues with the organizational budget remain. Still relying on loans and transfers: totally $3.5 million this year from sources that are not always available. No significant progress or changes to expensive structure and processes.

Bohrer shared Operating Agreement talking points and a request to extend Operating Agreement Work Group charge for one year. The group is looking at overhead rate and exploring what eliminating overhead would mean. This change could be beneficial and will be discussed at the issue at PB&A.

12. Strategic Plan Final Report, *Strauss* (no document).
The board asked Maverick & Boutique to produce a final document that is short and member facing, based on fundamentals of what the board generated at their last meeting.
Five buckets from the report of findings, matched to aspirations. Two intentions, with following actions.

Jeske recommends letting staff take this, fine tune to share with members, come back to board with next steps.

Fessmeyer hopes to see more collaboration among organizations and offered to stay engaged in the conversation beyond her board term.

Huggins found the report helpful as she worked to make committee appointments.

Maverick & Boutique was thanked for their engagement on the project.

13. Ebook Aggregators Update, *Clark, Watson* (no document).

Clark sent a letter on behalf of the board to five aggregators, and has received responses from Override and Bibliotheca. Watson also spoke with Skip Dye from Random House. Planning to schedule follow up calls. Michelle, Toby, Larra and Kelvin are work group members.

Three states have enacted recent legislation about ebook pricing. State laws impact may only be Amazon at this point, because copyright is federal law. DCWG issued white paper, Watson's term on DCWG is ending.

ALA is working on bringing national legislation, the House judiciary committee is looking at legislation and the Federal Trade Commission is looking at policy.

14. Future Board Meeting Dates, *Davis Fournier* (2021.81).

Will send a survey next week to land on dates. Building back two in-person meetings. Board indicated interest meeting in person in October. Staff will add that to the options.

Will need to be thoughtful of the council schedule at LLX in scheduling PLA board meetings. Staff will remind the Board of travel funding policy as well.

Revised Code of Conduct. Sheffieck agrees that the ability to respond quickly is the highest priority, new code is structured so that is possible. Feel that decisions by member committees are more powerful

than staff, Community decisions should be made by the community. Committee has the responsibility to issue reports.

Ask is for support new code, Sheffieck can connect board members to committee members on more technical process issues.

Motion to support content of new code of conduct: Motion passes

15. Service Recognition of Board Members (no document).

The board recognized and thanked outgoing board members Ramiro Salazar, Cindy Fesemyer, and Kelvin Watson. Melanie Huggins was welcomed as president-elect, and Maria McCauley, Candice Wing-Yee Mack and Erica Fruedenberger were welcomed as directors-at-large, with terms starting July 1, 2020. On July 1, 2021, Michelle Jeske becomes immediate past president, and Melanie Huggins assumes the role of president for 2021-2022.

Jeske thanked outgoing members, highlighted their accomplishments
Jeske expressed what an honor it has been to serve in this role, handed the gavel to Melanie Huggins.

16. New Business (no document).

17. Adjournment (no document). There being no further business, the meeting was adjourned at 4:00 PM Central. The next meeting of the board will be held at a date to be determined.

**Executive Board Liaison Update to Staff and Member Leaders**
**August 2021**

This monthly update is for information only to provide consistent talking points across association leadership and to facilitate communication between you and your Executive Board (EB) liaison. Please contact me at any time with any questions, comments, concerns or matters you would like to share with the EB.

Key highlights from the EB meeting:

- Executive Director Tracie Hall shared there are three divisional conferences prior to LibLearnX in January 2022:
  - Core Forum (Oct 7-9) Baltimore, MD [NOTE THIS EVENT HAS SUBSEQUENTLY BEEN CANCELED]
  - AASL (Oct 21-23) Salt Lake City, UT
  - YALSA Symposium (Nov 5-7) Reno, NV
- The division executive directors and boards are monitoring the situation due to the Delta variant. They are prioritizing safety and engaged in a communication strategy and comprehensive messaging. For LibLearnX, we are planning for a face-to-face conference with hybrid options and running through different scenarios.
- An EB subgroup met to discuss a new EB-EDI initiative to work on team engagement, develop an equity lens for the work, and advocate for an EDI approach and analysis for association wide efforts as appropriate.
- Emerging issues discussed included the new ALA Virtual Volunteer Fair and how to enhance the EB liaison roles.

| Board Approved Action | ALA Office | Responsible Person |
|---|---|---|
| Endorsed the "Statement Opposing Initiatives to Censor Information Resources, Curriculum, and Programs Addressing Racial Injustice, Black American History, and Diversity Education," and voted to support the continued work of a subgroup of the Intellectual Freedom Committee charged with the creation of a toolkit to assist library workers, school librarians, and state and regional chapters in opposing censorship of books, curriculum, and programs addressing racial injustice, Black American History, and diversity education. | Office of Intellectual Freedom | Deborah Caldwell-Stone |
| Authorized acceptance of a Small Business Administration loan of $150,000. | Finance Office | Denise Moritz |
| Appointed Denise Moritz, Interim CFO, as the Registered Agent for ALA-APA, Inc. | Finance Office | Denise Moritz |

| | | |
|---|---|---|
| Approved a two-month pilot of sending a brief update highlighting actions taken at the EB meeting and other items as appropriate to be distributed to EB and their staff and member leader liaises. | Governance Office | Sheryl Reyes |

- Went into closed session to discuss:
  - Transforming ALA Governance Task Force appointments
  - HR and EEO reporting
  - Executive Director evaluation timeline
  - Staff and operations update
  - BARC vacancy appointment
  - ALA Branding Working Group appointments
    *Note: The EB goes into closed session to discuss matters that should not be discussed publicly for legal reasons, may be sensitive in nature, or are not yet ready to be announced.*

The next EB meeting is Tuesday, September 21 at 3pm CT via Zoom. The full EB meeting schedule can be found here. Most EB documents are publicly available here.

**TO:**          PLA Board of Directors
**RE:**          Structure and alignment of PLA committees
**FROM:**    Melanie Huggins, PLA President
**DATE:**     September 10, 2021


**ACTION REQUESTED/INFORMATION/REPORT:** Information/Discussion

The Public Library Association is home to 14 committees, two task forces, and two advisory groups. There are an additional 10 awards juries, which have been paused since 2019. Each body (referred hereafter as "committee" for simplicity) includes a PLA staff liaison. Committees serve various roles and functions. Some, like the conference and publication committees, have clear charges, with well-defined outputs. Others, like Advocacy and Leadership, are broader in scope and are intended to support the PLA strategic plan. With the introduction of the ALA pivot plan, the refreshed PLA strategic plan, and the move to more frequent, online meetings, there is an opportunity this fiscal year to better align committee work with overall organizational goals while increasing efficiency for staff liaisons.

Traditionally, committees have pursued outputs mapped to their charges. This leads to varying results, largely determined by the committee chair, that do not always support PLA activities. For FY22, I recommend that committees organize their work around the overarching goals of the pivot plan and high-level recommendations from the PLA strategic plan refresh, and be tasked with:

- Contributing to increased membership and/or revenue
- Recommending or developing new partnerships
- Embedding EDISJ principles and goals in work


The emphasis will move from outputs to outcomes. The work of committees may result in new policies, process, partnerships, or programs.

To accomplish this shift, Mary Davis Fournier will work with PLA staff on implementing new procedures and orienting committee chairs and committee members. Committees will be encouraged to meet at least quarterly, doubling the standard midwinter and annual meetings. Staff will also research tools to measure committee effectiveness, and committee leaders will more regularly be included on board agendas to provide updates on committee work. Over the course of the year, no committees will be sunset or added to the current roster.

List of Committees and PLA Staff Liaisons

**Committees**

- Advocacy and Strategic Partnerships Committee, Larra Clark
- Annual Conference 2021 Program Subcommittee, Angela Maycock
- Board of Directors, Mary Davis Fournier
- Budget and Finance Committee, Mary Davis Fournier
- Digital Literacy Committee, Scott Allen
- Committee on Equity, Diversity, Inclusion and Social Justice, Scott Allen
- Committee on Family Engagement, Scott Allen and Symone Villasenor
- Leadership Development Committee, Mary Hirsh
- Measurement, Evaluation and Assessment Committee, Sara Goek
- 2021 Nominating Committee, Mary Davis Fournier
- PLA 2022 Conference Committee, Angela Maycock
    - PLA 2022 Conference Program Subcommittee, Angela Maycock
- *Public Libraries* Advisory Committee, Kathleen Hughes
- Technology Committee, Steven Hofmann
- Web Content Working Group, Steven Hofmann

**Task Forces**

- 2020 Census Library Outreach and Education Task Force, Larra Clark and Gavin Baker from PPA
- Social Worker Task Force, Kathleen Hughes

**Advisory Groups**

- Continuing Education Advisory Group, Angela Maycock
- Membership Advisory Group, Samantha Lopez

**Awards Juries**

Juries have not been appointed since 2019 while PLA leadership revisits the number, purpose, and impact of the awards. Megan Stewart serves as the staff liaison to all Awards Juries.

- Allie Beth Martin Award Jury
- Baker & Taylor Entertainment Audio Music/Video Product Award Jury
- Charlie Robinson Award Jury
- EBSCO Excellence in Rural Library Service Award Jury
- Gordon M. Conable Award Jury
- John Iliff Award Jury
- New Leaders Travel Grant Jury
- PLA Library Innovation Award Jury
- Romance Writers of America Library Grant Jury
- The Singer Group Helping Communities Come Together Award Jury

**Public Library Association - FY21 – May 2021 Financial Narrative (third quarter/Q3)**

**FY21 Operating Budget as of May 2021**

| GENERAL FUND (12-401) *Including Conference* | May 2021 YTD Budget | May 2021 YTD Actual | May 2021 Variance |
|---|---|---|---|
| Total Revenues | $551,950 | $592,329 | $40,379 |
| Total Expenses before OH and tax | ($935,376) | ($636,119) | $299,257 |
| Overhead and Tax | ($37,492) | ($24,841) | $12,651 |
| | | | |
| | YTD Budget | YTD Actual | Variance |
| Net Revenue (Expense) | ($420,918) | ($68,631) | $352,287 |
| | | | |
| Beginning NAB | | Ending NAB | |
| $4,664,935 | | $4,596,305 | |
| | | | |
| LONG TERM INVESTMENT (34-401) | May 2021 YTD Budget | May 2021 YTD Actual | May 2021 Variance |
| Total Revenues | $29,776 | $39,679 | $9,904 |
| Total Expenses | $6,318 | $8,429 | ($2,911) |
| Net Revenue (Expense) | $23,458 | $31,250 | $7,792 |
| | | | |
| Beginning Balance | | $1,761,881 | |
| Endowment Gain/Loss | | $269,339 | |
| Ending Balance | | $2,031,220 | |

Net Asset Balance: The Q3 reports are the first reports of FY21 in which ALA has updated fund balances. PLA began FY20 with $3,493,338 in its fund balance, and primarily due to the success of PLA 2020 in Nashville, PLA closed FY20 with a fund balance of $4,664,935. As *budgeted,* PLA should close FY21 with a roughly $530,000 loss to its fund balance, dropping it down to about $4,135,000. However as of Q3 (see below), PLA's net loss is on track to be much smaller than budgeted.

Operating Budget:  As of May 2021, PLA has an actual net loss of $68,631, compared to a budget net loss of $420,918. (FY21 is a non-conference year for PLA, so PLA is budgeted for a total net loss of about $530,000.) With only three months of the fiscal year remaining, PLA is expected to stay well below the budgeted loss for all of FY21. This favorable position is due to the following:

- Dues income continues to exceed budget substantially. Dues revenue was exactly on target as of Q1, and about one-third *over* budget as of Q2 and Q3. For Q3, PLA is 36% over budget, with actual dues revenue of $395,762 compared to budget revenue of $290,400. As noted previously, ALA divisions budgeted dues income at about 2/3 of a normal year, anticipating that the COVID-19

pandemic and other factors would reduce membership. While a normal non-conference year might yield $550,000 in PLA member dues, only $387,200 was budgeted. At the current rate, PLA is likely to see dues between $510,000 and $530,000, which is lower than usual but not nearly as low as budgeted.

- PLA's paid webinars have generated $55,621 in revenue against budgeted revenue of $37,500. On top of that, PLA received a $100,000 fund transfer from the Washington Office to underwrite PLA's census data literacy project work, credited to PLA's Web CE account (because most activity will be webinars).

- Live professional development activities were optimistically budgeted for FY21, and they will not be held.  These include space planning, Equity Starts with Us, and Project Outcome trainings. Since these events are not being held, expenses have been minimal, and two virtual programs have helped generate missing revenue for PLA.
    o   The new EDISJ Leadership Lab series, offered virtually, generated about $42,765 in revenue, nearly hitting the revenue target for the live EDISJ trainings, which was $50,000. Due to lower expenses, however, the net stands at $30,219, which is double the budgeted net of $15,172.
    o   The Advancing Family Engagement virtual classroom series is exactly on target for FY21, with $18,600 in revenue from its second cohort. The third cohort starting in September 2021 is budgeted for an additional $18,000 in revenue but will exceed this goal, because PLA has registered nearly 100 participants instead of about 60 as before. The increase in revenue will show up in August 2021 reports and is difficult to predict due to variation in member, nonmember, and group rates.

- As reported for Q2, publication revenue is also a bright spot, with sales of general publications exceeding budgeted revenue ($23,744 vs $4,800) and the same with Every Child Ready to Read ($22,487 vs $3,375). Factoring in expenses across both projects, net revenue as of Q3 is at $30,129 compared to budgeted net revenue of $1,282.

- PLA's only active conference account, Conference Planning, is budgeted to spend $94,500 during FY21 on conference promotion, site visits, facility deposits and other "off year" expenses. As of May 2021, only $36,038 had been spent, and it is projected this account will end with around half of its budgeted expenses.

- Other bright or potential bright spots include the Partners (fundraising) account, which has actual net revenue of $9,643 against budgeted net revenue of $3,275. Also, DigitalLearn is likely to show improvement in Q4; the project is budgeted to lose $83,008 due to ongoing course development and maintenance costs, but some of its contractor costs will be shifted to the new AT&T grant project, and there are currently 3 library systems in the process of purchasing DigitalLearn subsites, for a potential $45,000 in additional revenue (which is likely to show up in FY22).

Otherwise, spending on administrative costs (staff, board management) continues to be about 10% under budget. Public Libraries magazine, projected to lose $59,305 by mid-year, is showing a loss of $38,648 to date but may end closer to budget once expenses catch up.

Long Term Investment: PLA began FY21 with a balance of $1,761,881, a $219,794 increase from the beginning balance of FY20. Similar to FY20, the investment is doing well in FY21. Interest revenue is at $39,679 as of May 21, which is nearly $10,000 above the budgeted amount for this time period. Service charges to manage the investment are logically exceeding the budgeted amount, at $8,429 against a budget of $6,318. Endowment gain is at $269,339, which added to the beginning balance leaves the current balance at $2,031,220.

Grant Budgets: As of May 2021, PLA had spent $1,217,414 in grant funds compared to a budgeted amount of $889,635, for a difference of $327,779.

Grant spending is far exceeding budget because PLA only budgeted for the Gates Legacy grant, yet confirmed multiple grants after FY21 budgeting "closed" in the late summer of 2020 and into FY21. Revenue and expenses for many of those grants started in FY21, although not budgeted.

| Funder | Project | Grant Period | Amount |
|---|---|---|---|
| Institute of Museum & Library Services | Engaging Latinx Communities | Sep 2020 – Dec 2021 | $ 99,948 |
| Microsoft Philanthropies | Digital Skilling in Urban Communities | Sep 2020 – Dec 2021 | $ 100,000 |
| AT&T | Digital Literacy Project | May 2021 – Aug 2022 | $ 461,362 |
| AT&T | Digital Citizenship Project | Aug 2021 – Dec 2022 | $ 228,657 |
| WGBH/National Science Foundation | Computational Thinking | Aug 2021 – Mar 2023 | $ 55,000 |

- Spending in the grant projects *which were included in the FY21 budget* (Gates funds) are running ahead of budget: a total of $867,182 has been spent against a budget of $714,635. These funds support about half of PLA's staff salary and benefits but also include professional services, such as continued support of Project Outcome and PLA's new data initiatives, strategic planning consulting, and PLA's conference manager. Staff costs are near budget, however professional services have exceeded budget significantly. Almost $490,000 has been spent as of May 2021 against a *full-year* budget of only $150,000. Some of this will be offset because almost none of the $126,000 budgeted for travel/meal/meetings will be spent. Also, the consulting/professional services overage includes costs for PLA's data projects, which are intended to generate revenue in future years.
- Other active grants (health insurance promotion, Latinx family engagement project, Microsoft projects, short story project completion, and AT&T projects) are generally on track.

Overhead to ALA: Between the operating budget and grants, PLA is budgeted to provide ALA with about $157,000 in overhead in FY21. As of Q3, ALA has assessed $48,000, or about 30% of that amount.

- Overhead in PLA's operating budget, which generally comes off of registration revenue, is assessed as revenue comes in, and PLA has been charged $24,841 against a budgeted amount of $37,491 (a $12,651 difference). This is in part due to cancellation of in-person trainings as noted above (no event = no registration fee = no overhead). However, also noted above, PLA's success with webinars and virtual events will continue to generate overhead, and PLA may come in closer to budgeted overhead than expected.
- PLA only budgeted $102,000 on overhead fees for grants spending, because as noted above, only one grant was actually included in the budget.
    - Overhead fees on grants vary based on funder guidelines, but every active PLA grant has some overhead budgeted, ranging from about 7% (the health insurance project) to 14% (the IMLS grant), with most (Microsoft, Gates, AT&T) at 12%.
    - As of Q3, PLA has been assessed $23,262 in overhead on grants.
    - Assessment of grant revenue has been inconsistent, so the figure above does not reflect the amount to which ALA is entitled. As of Q3, PLA estimates an additional $119,000 in overhead *should* have been assessed, based on grant spending and approved overhead rates in each grant. That puts the true amount of overhead from PLA grant spending at $142,262, which is about $40,000 over budget for the entire year.

**Balance Sheet for the period ending May 2021**

| | **FY20 (final)** | | | **FY21** | | | |
|---|---|---|---|---|---|---|---|
| | **Annual Budget** | **Actual** | **Variance** | **Annual Budget** | **Budget as of May 2021** | **Actual** | **Variance as of May 2021** |
| Opening Fund Balance | | $ 3,493,338 | | | | $ 4,664,935 | |
| | | | | | | | |
| Revenue | $ 4,718,615 | $ 5,036,102 | $ 317,487 | $ 771,600 | $ 551,950 | $ 592,329 | $ 40,379 |
| Revenue - Grants | $ 2,762,791 | $ 1,659,725 | $ (1,103,066) | $ 1,234,646 | $ 889,635 | $ 1,217,414 | $ 327,779 |
| Expenses | $ (3,665,252) | $ (2,795,834) | $ 869,418 | $ (1,244,656) | $ (935,376) | $ (636,119) | $ 299,257 |
| Expenses - Grants | $ (2,328,869) | $ (1,602,230) | $ 726,638 | $ (1,132,672) | $ (812,264) | $ (1,194,151) | $ (381,887) |
| Overhead & Taxes | $ (941,890) | $ (1,068,672) | $ (126,782) | $ (55,545) | $ (37,492) | $ (24,841) | $ 12,651 |
| Overhead & Taxes - Grants | $ (433,922) | $ (57,495) | $ 376,427 | $ (102,028) | $ (76,414) | $ (23,262) | $ 53,152 |
| Transfer to Endowment | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Fiscal Year Results | $ 111,473 | $ 1,171,597 | $ 1,060,123 | $ (528,655) | $ (419,961) | $ (68,630) | $ 351,331 |
| Closing Fund Balance (end FY20) | | $ 4,664,935 | | | | | |
| | | | | $ 4,136,280 | | $ 4,596,305 | |

| **Grants** | | **Actual** | **Balance** | **Grant Balance Breakdown** | | | |
|---|---|---|---|---|---|---|---|
| | | | | | | | |
| Total Committed, 2016-2026 (active grants only) | | | $ 18,309,518 | **Grant Balances (as of this report)** | | Grant Funds | Interest |
| Total Spent through FY20 | | | | Health Ins Enrollment (FY21) | | $ 21,124 | $ - |
| Direct Expenses | | $ (7,389,247) | | Microsoft Philanth. (FY21) | | $ 117,198 | $ - |
| Overhead | | $ (783,930) | | AT&T Digital Literacy (FY23) | | $ 628,769 | $ - |
| Balance, Close of FY20 | | | $ 10,136,341 | IMLS-Family Engagement (FY21) | | $ 40,771 | $ - |
| Total Spent FY21 (to May 2021) | | | | Legacy (FY26) | | $ 8,287,613 | $ 559,276 |
| Direct Expenses | | $ (1,194,151) | | African Leadership Training (FY20) | | $ (2,843) | $ 2,843 |
| Overhead | | $ (23,262) | | Gen Ops Supplemental (n/a) | | $ (414,231) | $ - |
| Balance, as of this report | | | $ 8,918,928 | Knight Short Edition (TBD) | | $ 6,636 | $ - |
| **Long Term Investment** | **Budget** | **Actual** | **Balance** | IMLS Inclusive Internships (FY22) | | $ 233,890 | $ - |
| Beginning Net Assets FY21 | | $ 1,761,881 | | | | $ 8,918,927 | $ 562,119 |
| Revenue FY21 | $ 29,776 | $ 39,679 | $ 9,903 | *Notes* | | | |
| Expenses FY21 | $ (6,318) | $ (8,429) | $ (2,111) | | | | |
| Fiscal Year Results FY21 | $ 23,458 | $ 31,250 | $ 7,792 | | | | |
| Endowmenty Gain/Loss | | $ 269,339 | | | | | |
| Ending Net Assets FY21 | | $ 2,062,470 | | | | | |

**Public Library Association**
Statement of Revenues and Expenses - General Fund and Conference
For the period ending May 2021

| REVENUES | Full Year FY20 Actual | YTD FY21 Actual | YTD FY21 Budget | YTD Variance | Variance % | Full Year FY21 Budget |
|---|---|---|---|---|---|---|
| 1. Administration (0000) | $ - | $ - | $ - | $ - | | $ - |
| 2. Service to Members (3000) | $ 621,057 | $ 395,762 | $ 290,400 | $ 105,362 | 36% | $ 387,200 |
| 3. Regional CE, Bootcamp (3007) | $ 23,870 | $ - | $ 30,000 | $ (30,000) | -100% | $ 40,000 |
| 4. PLA Leadership (3011) | $ - | $ - | $ - | $ - | | $ - |
| 5. PLA Partners (3020) | $ 12,180 | $ 9,792 | $ 10,500 | $ (708) | -7% | $ 14,000 |
| 6. ALA Precons/MW Institute (3026) | $ - | $ - | $ - | $ - | | $ 18,000 |
| 7. Public Libraries (3030) | $ 58,139 | $ 22,803 | $ 38,625 | $ (15,822) | -41% | $ 51,500 |
| 8. Web Based CE (3040) | $ 95,004 | $ 55,261 | $ 39,000 | $ 16,261 | 42% | $ 52,000 |
| 9. Publications (3058) | $ 17,872 | $ 23,744 | $ 4,800 | $ 18,944 | 395% | $ 6,400 |
| 10. Family Engagement (3072) | $ 17,300 | $ 18,600 | $ 18,000 | $ 600 | 3% | $ 36,000 |
| 11. Equity, Diversity and Inclusion (3073) | $ 32,925 | $ 42,765 | $ 80,000 | $ (37,235) | -47% | $ 110,000 |
| 12. Preschool Literacy (3120) | $ 6,784 | $ 22,487 | $ 3,375 | $ 19,112 | 566% | $ 4,500 |
| 13. PO Regional Training (3171) | $ 691 | $ 50 | $ 3,500 | $ (3,450) | -99% | $ 7,000 |
| 14. PLDS (3172) | $ 680 | $ - | $ - | $ - | | $ - |
| 15. Digital Learn (3188) | $ 30,000 | $ - | $ 33,750 | $ (33,750) | -100% | $ 45,000 |
| Error - Certif Pub Lib Admin (3189) | $ 1,225 | $ - | $ - | $ - | | $ - |
| 17a. Cost Share IMLS Early Literacy (3181) | $ - | $ - | $ - | $ - | | $ - |
| 717b. Cost Share IMLS Incl Internships (3185) | $ - | $ - | $ - | $ - | | $ - |
| **TOTAL REVENUES - PROGRAMS** | **$ 917,728** | **$ 591,264** | **$ 551,950** | **$ 39,314** | **7%** | **$ 771,600** |

| | Full Year FY20 Actual | YTD FY21 Actual | YTD FY21 Budget | YTD Variance | Variance % | Full Year FY21 Budget |
|---|---|---|---|---|---|---|
| 16. National Conferences | | | | | | |
| A. NC General Program (3061) | $ 1,951,931 | $ 165 | $ - | $ 165 | | $ - |
| B. NC Exhibits (3062) | $ 1,810,812 | $ - | $ - | $ - | | $ - |
| C. NC Promotion (3063) | $ 56,111 | $ 900 | $ - | $ 900 | | $ - |
| D. NC Registration (3064) | $ - | $ - | $ - | $ - | | $ - |
| E. NC Opening/Closing Session (3065) | $ - | $ - | $ - | $ - | | $ - |
| F. NC Programs (3066) | $ - | $ - | $ - | $ - | | $ - |
| G. NC Meal Events (3069) | $ 68,365 | $ - | $ - | $ - | | $ - |
| H. NC Preconference (3070) | $ 162,255 | $ - | $ - | $ - | | $ - |
| I. NC Future Planning (3145) | $ - | $ - | $ - | $ - | | $ - |
| J. PLA Virtual Conference (3173) | $ 68,900 | $ - | $ - | $ - | | $ - |
| **TOTAL REVENUES - CONFERENCE** | **$ 4,118,374** | **$ 1,065** | **$ -** | **$ 1,065** | **0%** | **$ -** |
| | FY20 Actual | FY21 Actual | FY21 Budget | Variance | % | FY21 Budget |
| **TOTAL REVENUES** | **$ 5,036,102** | **$ 592,329** | **$ 551,950** | **$ 40,379** | **-7%** | **$ 771,600** |

| EXPENSES | Full Year FY20 Actual | YTD FY21 Actual | YTD FY21 Budget | YTD Variance | Variance % | Full Year FY21 Budget |
|---|---|---|---|---|---|---|
| 1. Administration (0000) | $ (706,226) | $ (499,820) | $ (554,628) | $ 54,808 | 10% | $ (704,927) |
| 2. Service to Members (3000) | $ (71,902) | $ (9,293) | $ (64,175) | $ 54,882 | 86% | $ (109,350) |
| 3. Regional CE, Bootcamp (3007) | $ (39,114) | $ (1,668) | $ (30,375) | $ 28,707 | 95% | $ (40,500) |
| 4. PLA Leadership (3011) | $ - | $ - | $ - | $ - | | $ - |
| 5. PLA Partners (3020) | $ (24,766) | $ (149) | $ (7,225) | $ 7,076 | 98% | $ (14,300) |
| 6. ALA Precons/MW Institute (3026) | $ - | $ - | $ (800) | $ 800 | 100% | $ (14,142) |
| 7. Public Libraries (3030) | $ (116,416) | $ 38,549 | $ (97,930) | $ 136,479 | 139% | $ (130,573) |
| 8. Web Based CE (3040) | $ (23,540) | $ (24,330) | $ (9,094) | $ (15,236) | -168% | $ (12,125) |
| 9. Publications (3058) | $ (16,588) | $ (11,985) | $ (5,396) | $ (6,589) | -122% | $ (6,895) |
| 10. Family Engagement (3072) | $ (12,105) | $ (5,032) | $ (12,995) | $ 7,963 | 61% | $ (21,965) |
| 11. Equity, Diversity and Inclusion (3073) | $ (35,230) | $ (12,546) | $ (64,828) | $ 52,282 | 81% | $ (84,328) |
| 12. Preschool Literacy (3120) | $ (3,985) | $ (4,117) | $ (1,497) | $ (2,620) | -175% | $ (1,996) |
| 13. PO Regional Training (3171) | $ 1,921 | $ (8) | $ (1,300) | $ 1,292 | 99% | $ (2,600) |
| 14. PLDS (3172) | $ - | $ - | $ - | $ - | | $ - |
| 15. Digital Learn (3188) | $ (80,947) | $ (83,008) | $ (49,250) | $ (33,758) | -69% | $ (62,000) |
| Error - Certif Pub Lib Admin (3189) | $ (162) | $ - | $ - | $ - | | $ - |
| 17a. Cost Share IMLS Early Literacy (3181) | $ - | $ - | $ - | $ - | | $ - |
| 17b. Cost Share IMLS Incl Internships (3185) | $ (133,525) | $ (9,139) | $ - | $ (9,139) | | $ - |
| **TOTAL EXPENSES - PROGRAMS** | $ (1,262,585) | $ (622,546) | $ (899,493) | $ 276,947 | 31% | $ (1,205,701) |

| | Full Year FY20 Actual | YTD FY21 Actual | YTD FY21 Budget | YTD Variance | Variance % | Full Year FY21 Budget |
|---|---|---|---|---|---|---|
| 16. National Conferences | | | | | | |
| A. NC General Program (3061) | $ (763,807) | $ (108) | $ - | $ (108) | | $ - |
| B. NC Exhibits (3062) | $ (1,149,041) | $ (2,115) | $ - | $ (2,115) | | $ - |
| C. NC Promotion (3063) | $ (48,921) | $ (153) | $ - | $ (153) | | $ - |
| D. NC Registration (3064) | $ (19,663) | $ - | $ - | $ - | | $ - |
| E. NC Opening/Closing Session (3065) | $ (247,626) | $ - | $ - | $ - | | $ - |
| F. NC Programs (3066) | $ (99,857) | $ - | $ - | $ - | | $ - |
| G. NC Meal Events (3069) | $ (89,366) | $ - | $ - | $ - | | $ - |
| H. NC Preconference (3070) | $ (103,852) | $ - | $ - | $ - | | $ - |
| I. NC Future Planning (3145) | $ (48,241) | $ (36,038) | $ (73,375) | $ 37,337 | 51% | $ (94,500) |
| J. PLA Virtual Conference (3173) | $ (31,547) | $ - | $ - | $ - | | $ - |
| **TOTAL EXPENSES - CONFERENCE** | $ (2,601,920) | $ (38,414) | $ (73,375) | $ 34,961 | 48% | $ (94,500) |
| | FY20 Actual | FY21 Actual | FY21 Budget | Variance | % | FY21 Budget |
| **TOTAL EXPENSES** | $ (3,864,506) | $ (660,960) | $ (972,868) | $ 311,908 | 32% | $ (1,300,201) |
| | FY20 Actual | YTD FY21 Actual | YTD FY21 Budget | YTD Variance | Variance % | Full Year FY21 Budget |
| **OPERATING NET REVENUES** | $ 1,171,597 | $ (68,631) | $ (420,918) | $ 352,287 | 84% | $ (528,601) |

**Public Library Association**
**FY2020-FY2021 Financial Report**

**Year-to-Date Report - ADMIN/CORE PROJECTS/CONFERENCE**

| Project | FY20 (final) | | | FY21 Budget | FY21 (as of May 2021) | | |
| Subproject | Budget | Actual | Variance | *full year* | Budget | Actual | Variance |
|---|---|---|---|---|---|---|---|
| **1. Administration (0000)** | | | | | | | |
| Revenue | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenses | $ (967,967) | $ (706,226) | $ 261,741 | $ (704,927) | $ (554,628) | $ (499,820) | $ 54,808 |
| Net | $ (967,967) | $ (706,226) | $ 261,741 | $ (704,927) | $ (554,628) | $ (499,820) | $ 54,808 |
| **2. Service to Members (3000)** | | | | | | | |
| Revenue | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Dues | $ 602,400 | $ 621,057 | $ 18,657 | $ 387,200 | $ 290,400 | $ 395,762 | $ 105,362 |
| Expenses | $ (141,450) | $ (71,902) | $ 69,548 | $ (109,350) | $ (64,175) | $ (9,293) | $ 54,882 |
| Net | $ 460,950 | $ 549,155 | $ 88,205 | $ 277,850 | $ 226,225 | $ 386,469 | $ 160,244 |
| **3. Regional CE, Bootcamp (3007)** | | | | | | | |
| Registration | $ 40,000 | $ 23,870 | $ (16,130) | $ 40,000 | $ 30,000 | $ - | $ (30,000) |
| Expenses | $ (23,800) | $ (31,492) | $ (7,692) | $ (29,900) | $ (22,425) | $ (1,668) | $ 20,757 |
| OH & Tax | $ (10,600) | $ (7,621) | $ 2,979 | $ (10,600) | $ (7,950) | $ - | $ 7,950 |
| Net | $ 5,600 | $ (15,244) | $ (20,844) | $ (500) | $ (375) | $ (1,668) | $ (1,293) |
| **4. PLA Leadership (3011)** | | | | | | | |
| Revenue | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenses | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| OH & Tax | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Net | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **5. PLA Partners (3020)** | | | | | | | |
| Revenue | $ 40,000 | $ 12,180 | $ (27,820) | $ 14,000 | $ 10,500 | $ 9,792 | $ (708) |
| Expenses | $ (17,800) | $ (24,766) | $ (6,966) | $ (14,300) | $ (7,225) | $ (149) | $ 7,076 |
| Net | $ 22,200 | $ (12,586) | $ (34,786) | $ (300) | $ 3,275 | $ 9,643 | $ 6,368 |
| **6. ALA Precons/MW Institute (3026)** | | | | | | | |
| Revenue | $ - | $ - | $ - | $ 18,000 | $ - | $ - | $ - |
| Expenses | $ - | $ - | $ - | $ (7,350) | $ (800) | $ - | $ 800 |
| OH | $ - | $ - | $ - | $ (6,792) | $ - | $ - | $ - |
| Net | $ - | $ - | $ - | $ 3,858 | $ (800) | $ - | $ 800 |

**Public Library Association**
**FY2020-FY2021 Financial Report**

| Project | FY20 (final) | | | FY21 Budget | FY21 (as of May 2021) | | |
| Subproject | Budget | Actual | Variance | *full year* | Budget | Actual | Variance |
|---|---|---|---|---|---|---|---|
| **7. Public Libraries (3030)** | | | | | | | |
| Revenue | $ 51,500 | $ 58,139 | $ 6,639 | $ 51,500 | $ 38,625 | $ 22,803 | $ (15,822) |
| Expenses | $ (151,242) | $ (111,741) | $ 39,501 | $ (123,226) | $ (92,420) | $ 41,762 | $ 134,182 |
| OH | $ (6,824) | $ (4,675) | $ 2,149 | $ (6,800) | $ (5,100) | $ (2,803) | $ 2,297 |
| Tax | $ (547) | $ - | $ 547 | $ (547) | $ (410) | $ (410) | $ - |
| Net | $ (107,113) | $ (58,277) | $ 48,837 | $ (79,073) | $ (59,305) | $ 61,352 | $ 120,657 |
| **8. Web Based CE (3040)** | | | | | | | |
| Revenue | $ 25,700 | $ 95,004 | $ 69,304 | $ 52,000 | $ 39,000 | $ 55,261 | $ 16,261 |
| Expenses | $ (6,947) | $ (10,952) | $ (4,005) | $ (5,500) | $ (4,125) | $ (17,008) | $ (12,883) |
| OH & Taxes | $ (5,488) | $ (12,588) | $ (7,100) | $ (6,625) | $ (4,969) | $ (7,322) | $ (2,353) |
| Net | $ 13,265 | $ 71,463 | $ 58,198 | $ 39,875 | $ 29,906 | $ 30,931 | $ 1,025 |
| **9. Publications (3058)** | | | | | | | |
| Revenue | $ 7,250 | $ 17,872 | $ 10,622 | $ 6,400 | $ 4,800 | $ 23,744 | $ 18,944 |
| Expenses | $ (4,000) | $ (14,463) | $ (10,463) | $ (6,100) | $ (4,800) | $ (8,841) | $ (4,041) |
| OH & Taxes | $ - | $ (2,125) | $ (2,125) | $ (795) | $ (596) | $ (3,144) | $ (2,548) |
| Net | $ 3,250 | $ 1,283 | $ (1,967) | $ (495) | $ (596) | $ 11,759 | $ 12,355 |
| **10. Family Engagement (3072)** | | | | | | | |
| Revenue | $ - | $ 17,300 | $ 17,300 | $ 36,000 | $ 18,000 | $ 18,600 | $ 600 |
| Expenses | $ (100,000) | $ (9,813) | $ 90,187 | $ (12,425) | $ (8,225) | $ (2,567) | $ 5,658 |
| OH & Taxes | $ - | $ (2,292) | $ (2,292) | $ (9,540) | $ (4,770) | $ (2,465) | $ 2,305 |
| Net | $ (100,000) | $ 5,195 | $ 105,195 | $ 14,035 | $ 5,005 | $ 13,568 | $ 8,563 |
| **11. Equity, Diversity and Inclusion (3073)** | | | | | | | |
| Revenue | $ 100,000 | $ 32,925 | $ (67,075) | $ 110,000 | $ 80,000 | $ 42,765 | $ (37,235) |
| Expenses | $ (53,500) | $ (30,868) | $ 22,632 | $ (71,078) | $ (51,578) | $ (6,880) | $ 44,698 |
| OH & Taxes | $ (26,500) | $ (4,363) | $ 22,137 | $ (13,250) | $ (13,250) | $ (5,666) | $ 7,584 |
| Net | $ 20,000 | $ (2,305) | $ (22,305) | $ 25,672 | $ 15,172 | $ 30,219 | $ 15,047 |
| **12. Preschool Literacy (3120)** | | | | | | | |
| Revenue | $ 19,400 | $ 6,784 | $ (12,616) | $ 4,500 | $ 3,375 | $ 22,487 | $ 19,112 |
| Expenses | $ (7,350) | $ (3,086) | $ 4,264 | $ (1,400) | $ (1,050) | $ (1,137) | $ (87) |
| OH & Taxes | $ (1,061) | $ (899) | $ 162 | $ (596) | $ (447) | $ (2,980) | $ (2,533) |

| Project | FY20 (final) | | | FY21 Budget | FY21 (as of May 2021) | | |
| Subproject | Budget | Actual | Variance | full year | Budget | Actual | Variance |
|---|---|---|---|---|---|---|---|
| Net | $ 10,989 | $ 2,800 | $ (8,189) | $ 2,504 | $ 1,878 | $ 18,370 | $ 16,492 |
| **13. PO Regional Training (3171)** | | | | | | | |
| Revenue | $ 120,000 | $ 691 | $ (119,309) | $ 7,000 | $ 3,500 | $ 50 | $ (3,450) |
| Expenses | $ (45,438) | $ 2,012 | $ 47,450 | $ (2,600) | $ (1,300) | $ (1) | $ 1,299 |
| OH & Taxes | $ (9,900) | $ (92) | $ 9,808 | $ - | $ - | $ (7) | $ (7) |
| Net | $ 64,662 | $ 2,612 | $ (62,050) | $ 4,400 | $ 2,200 | $ 42 | $ (2,158) |
| **14. PLDS (3172)** | | | | | | | |
| Revenue | $ - | $ 680 | $ 680 | $ - | $ - | $ - | $ - |
| Expenses | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| OH & Taxes | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Net | $ - | $ 680 | $ 680 | $ - | $ - | $ - | $ - |
| **15. Digital Learn (3188)** | | | | | | | |
| Revenue | $ - | $ 30,000 | $ 30,000 | $ 45,000 | $ 33,750 | $ - | $ (33,750) |
| Expenses | $ (55,250) | $ (80,947) | $ (25,697) | $ (62,000) | $ (49,250) | $ (83,008) | $ (33,758) |
| OH & Taxes | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Net | $ (55,250) | $ (50,947) | $ 4,303 | $ (17,000) | $ (15,500) | $ (83,008) | $ (67,508) |
| **16. National Conferences** | | | | | | | |
| A. NC General Program (3061) | | | | | | | |
| Revenue | $ 1,679,365 | $ 1,951,931 | $ 272,566 | $ - | $ - | $ 165 | $ 165 |
| Expenses | $ (463,000) | $ (243,297) | $ 219,704 | $ - | $ - | $ (64) | $ (64) |
| OH & Taxes | $ (445,032) | $ (520,511) | $ (75,479) | $ - | $ - | $ (44) | $ (44) |
| Net | $ 771,333 | $ 1,188,124 | $ 416,791 | $ - | $ - | $ 57 | $ 57 |
| B. NC Exhibits (3062) | | | | | | | |
| Revenue | $ 1,703,000 | $ 1,810,812 | $ 107,812 | $ - | $ - | $ - | $ - |
| Expenses | $ (658,900) | $ (695,278) | $ (36,378) | $ - | $ - | $ (2,115) | $ (2,115) |
| OH & Taxes | $ (380,010) | $ (453,763) | $ (73,753) | $ - | $ - | $ - | $ - |
| Net | $ 664,090 | $ 661,771 | $ (2,319) | $ - | $ - | $ (2,115) | $ (2,115) |
| C. NC Promotion (3063) | | | | | | | |
| Revenue | $ 95,000 | $ 56,111 | $ (38,889) | $ - | $ - | $ 900 | $ 900 |
| Expenses | $ (47,600) | $ (41,467) | $ 6,133 | $ - | $ - | $ (153) | $ (153) |

**Public Library Association**
**FY2020-FY2021 Financial Report**

| Project / Subproject | FY20 (final) Budget | Actual | Variance | FY21 Budget *full year* | FY21 (as of May 2021) Budget | Actual | Variance |
|---|---|---|---|---|---|---|---|
| OH & Taxes | $ (12,588) | $ (7,454) | $ 5,134 | $ - | $ - | $ - | $ - |
| Net | $ 34,812 | $ 7,190 | $ (27,622) | $ - | $ - | $ 747 | $ 747 |
| **D. NC Registration (3064)** | | | | | | | |
| Revenues | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenses | $ (29,826) | $ (19,663) | $ 10,163 | $ - | $ - | $ - | $ - |
| OH & Taxes | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Net | $ (29,826) | $ (19,663) | $ 10,163 | $ - | $ - | $ - | $ - |
| **E. NC Opening/Closing Session (3065)** | | | | | | | |
| Revenues | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenses | $ (220,000) | $ (247,626) | $ (27,626) | $ - | $ - | $ - | $ - |
| Net | $ (220,000) | $ (247,626) | $ (27,626) | $ - | $ - | $ - | $ - |
| **F. NC Programs (3066)** | | | | | | | |
| Revenues | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenses | $ (77,150) | $ (99,857) | $ (22,707) | $ - | $ - | $ - | $ - |
| Net | $ (77,150) | $ (99,857) | $ (22,707) | $ - | $ - | $ - | $ - |
| **G. NC Meal Events (3069)** | | | | | | | |
| Revenues | $ 75,000 | $ 68,365 | $ (6,635) | $ - | $ - | $ - | $ - |
| Expenses | $ (90,000) | $ (89,366) | $ 634 | $ - | $ - | $ - | $ - |
| OH & Taxes | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Net | $ (15,000) | $ (21,001) | $ (6,001) | $ - | $ - | $ - | $ - |
| **H. NC Preconference (3070)** | | | | | | | |
| Revenues | $ 120,000 | $ 162,255 | $ 42,255 | $ - | $ - | $ - | $ - |
| Expenses | $ (63,500) | $ (60,855) | $ 2,645 | $ - | $ - | $ - | $ - |
| OH & Taxes | $ (31,800) | $ (42,998) | $ (11,198) | $ - | $ - | $ - | $ - |
| Net | $ 24,700 | $ 58,403 | $ 33,703 | $ - | $ - | $ - | $ - |
| **I. NC Promotion/Planning (3145)** | | | | | | | |
| Revenue | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenses | $ (222,500) | $ (48,241) | $ 174,259 | $ (94,500) | $ (73,375) | $ (36,038) | $ 37,337 |
| OH & Taxes | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Net | $ (222,500) | $ (48,241) | $ 174,259 | $ (94,500) | $ (73,375) | $ (36,038) | $ 37,337 |

| Project | FY20 (final) | | | FY21 Budget | FY21 (as of May 2021) | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Subproject** | **Budget** | **Actual** | **Variance** | *full year* | **Budget** | **Actual** | **Variance** |
| J. PLA Virtual Conference (3173) | | | | | | | |
| Revenue | $ 40,000 | $ 68,900 | $ 28,900 | $ - | $ - | $ - | $ - |
| Expenses | $ (23,000) | $ (22,417) | $ 583 | $ - | $ - | $ - | $ - |
| OH & Taxes | $ (5,300) | $ (9,129) | $ (3,829) | $ - | $ - | $ - | $ - |
| Net | $ 11,700 | $ 37,353 | $ 25,653 | $ - | $ - | $ - | $ - |
| Error | | | | | | | |
| Certif Pub Lib Admin (3189) | | | | | | | |
| Revenue | $ - | $ 1,225 | $ 1,225 | $ - | $ - | $ - | $ - |
| Expenses | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| OH & Taxes | $ - | $ (162) | $ (162) | $ - | $ - | $ - | $ - |
| Net | $ - | $ 1,063 | $ 1,063 | $ - | $ - | $ - | $ - |
| 17. Grant Cost Shares | | | | | | | |
| A. Early Literacy Cost Share (3181) | | | | | | | |
| Revenue | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenses | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| OH & Taxes | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Net | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| B. Inclusive Internship Cost Share (3185) | | | | | | | |
| Revenue | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenses | $ (195,032) | $ (133,525) | $ 61,507 | $ - | $ - | $ (9,139) | $ (9,139) |
| OH & Taxes | $ (6,240) | $ - | $ 6,240 | $ - | $ - | $ - | $ - |
| Net | $ (201,272) | $ (133,525) | $ 67,747 | $ - | $ - | $ (9,139) | $ (9,139) |

| | FY20 (final) | | | FY21 Budget | FY21 (as of May 2021) | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **TOTAL ADMIN/CORE PROJECTS** | **Budget** | **Actual** | **Variance** | *full year* | **Budget** | **Actual** | **Variance** |
| **Revenue** | $ 4,718,615 | $ 5,036,102 | $ 317,487 | $ 771,600 | $ 551,950 | $ 592,329 | $ 40,379 |
| **Expenses** | $ (3,665,252) | $ (2,795,834) | $ 869,418 | $ (1,244,656) | $ (935,376) | $ (636,119) | $ 299,257 |
| **OH & Taxes** | $ (941,890) | $ (1,068,672) | $ (126,782) | $ (55,545) | $ (37,492) | $ (24,841) | $ 12,651 |
| **Net** | $ 111,473 | $ 1,171,597 | $ 1,060,124 | $ (528,601) | $ (420,918) | $ (68,631) | $ 352,287 |

**Year-to-Date Report - GRANTS (Budgeted to Zero Out)**
**FY21 as of May 2021**

| Project / Subproject | TOTAL GRANT | TOTAL SPENT through FY20 | BALANCE Close of FY20 | FY21 Budget full year | FY21 (as of May 2021) Budget | Actual | Variance | BALANCES Post May 2021 |
|---|---|---|---|---|---|---|---|---|
| **Health Insurance Enrollment (3150)** | | | | | | | | |
| *Sep 2018 to July 2021 (FY19-FY21)* | | | | | | | | |
| Revenue | $ 316,859 | $ 237,892 | $ 78,967 | $ - | $ - | $ 57,843 | $ 57,843 | $ 21,124 |
| Expenses | $ (294,087) | $ (222,174) | $ (71,913) | $ - | $ - | $ (55,943) | $ (55,943) | $ (15,970) |
| OH & Taxes | $ (22,772) | $ (15,718) | $ (7,054) | $ - | $ - | $ (1,900) | $ (1,900) | $ (5,154) |
| Net | $ (0) | $ - | $ (0) | $ - | $ - | $ - | $ - | $ (0) |
| **Microsoft Philanthropies (3160)** | | | | | | | | |
| *Feb 2019 to mid-2021 (FY19-FY21)* | | | | | | | | |
| Revenue | $ 608,416 | $ 383,420 | $ 224,996 | $ - | $ - | $ 107,798 | $ 107,798 | $ 117,198 |
| Expenses | $ (546,705) | $ (348,564) | $ (198,141) | $ - | $ - | $ (107,798) | $ (107,798) | $ (90,343) |
| OH & Taxes | $ (61,711) | $ (34,856) | $ (26,854) | $ - | $ - | $ - | $ - | $ (26,854) |
| Net | $ 0 | $ - | $ 0 | $ - | $ - | $ - | $ - | $ 0 |
| **AT&T Digital Literacy (3162)** | | | | | | | | |
| *Apr 2021 to end of 2022 (FY21-FY23)* | | | | | | | | |
| Revenue | $ 690,019 | $ - | $ 690,019 | $ - | $ - | $ 61,250 | $ 61,250 | $ 628,769 |
| Expenses | $ (648,917) | $ - | $ (648,917) | $ - | $ - | $ (61,250) | $ (61,250) | $ (587,667) |
| OH & Taxes | $ (41,102) | $ - | $ (41,102) | $ - | $ - | $ - | $ - | $ (41,102) |
| Net | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **IMLS-Family Engagement (3082)** | | | | | | | | |
| *Sep 2020 to Aug 2021 (FY21)* | | | | | | | | |
| Revenue | $ 99,949 | $ - | $ 99,949 | $ - | $ - | $ 59,178 | $ 59,178 | $ 40,771 |
| Expenses | $ (86,156) | $ - | $ (86,156) | $ - | $ - | $ (52,676) | $ (52,676) | $ (33,480) |
| OH & Taxes | $ (13,793) | $ - | $ (13,793) | $ - | $ - | $ (6,502) | $ (6,502) | $ (7,291) |
| Net | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Gates Legacy Grant (3175)** | | | | | | | | |
| *Jun 2016 to May 2026 (FY16-FY26)* | | | | | | | | |
| Interest Income | | $ 448,021 | | | | $ 111,255 | | $ 559,276 |
| Revenue | $ 10,905,701 | $ 2,282,658 | $ 8,623,043 | $ 952,846 | $ 714,635 | $ 335,430 | $ (379,205) | $ 8,287,613 |
| Expenses | $ (9,735,947) | $ (2,038,088) | $ (7,697,859) | $ (850,872) | $ (637,264) | $ (330,232) | $ 307,032 | $ (7,367,627) |
| OH & Taxes | $ (1,169,754) | $ (244,571) | $ (925,183) | $ (102,028) | $ (76,414) | $ (5,197) | $ 71,217 | $ (919,986) |
| Net | $ - | $ 0 | $ 0 | $ (54) | $ 957 | $ 1 | $ (956) | $ (1) |
| **Gates African Leadership Training (3176)** | | | | | | | | |
| *Oct 2016 to Oct 2019 (FY17-FY20)* | | | | | | | | |
| Interest Income | | $ 2,843 | | | | $ - | | $ 2,843 |
| Revenue | $ 1,000,000 | $ 1,002,843 | $ (2,843) | $ - | $ - | $ - | $ - | $ (2,843) |
| Expenses | $ (892,857) | $ (895,700) | $ 2,843 | $ - | $ - | $ - | $ - | $ 2,843 |
| OH & Taxes | $ (107,143) | $ (107,143) | $ - | $ - | $ - | $ - | $ - | $ - |
| Net | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Gates Gen Ops Supplement (3177)** | | | | | | | | |
| *Sep 2017 through no end date* | | | | | | | | |
| Revenue | $ 2,900,000 | $ 2,782,479 | $ 117,521 | $ - | $ - | $ 531,752 | $ 531,752 | $ (414,231) |
| Expenses | $ (2,552,000) | $ (2,434,479) | $ (117,521) | $ - | $ - | $ (531,752) | $ (531,752) | $ 414,231 |
| OH & Taxes | $ (348,000) | $ (348,000) | $ - | $ - | $ - | $ - | $ - | $ - |
| Net | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Knight Short Edition (3178)** | | | | | | | | |
| *Jan 2018-date TBD (FY18-FY21)* | | | | | | | | |
| Revenue | $ 250,000 | $ 236,964 | $ 13,036 | $ - | $ - | $ 6,400 | $ 6,400 | $ 6,636 |
| Expenses | $ (250,000) | $ (236,964) | $ (13,036) | $ - | $ - | $ (6,400) | $ (6,400) | $ (6,636) |
| OH & Taxes | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Net | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

| Project | TOTAL GRANT | TOTAL SPENT | BALANCE | | FY21 Budget | FY21 (as of May 2021) | | | | BALANCES |
|---|---|---|---|---|---|---|---|---|---|---|
| **Subproject** | | through FY20 | Close of FY20 | | *full year* | Budget | Actual | Variance | | Post May 2021 |
| IMLS Inclusive Internships (3184) | | | | | | | | | | |
| *Mar 2017 - Dec 2021 (FY17-FY22)* | | | | | | | | | | |
| Revenue | $ 1,538,574 | $ 1,246,921 | $ 291,653 | | $ 281,800 | $ 175,000 | $ 57,763 | $ (117,237) | | $ 233,890 |
| Expenses | $ (1,502,120) | $ (1,213,279) | $ (288,841) | | $ (281,800) | $ (175,000) | $ (48,100) | $ 126,900 | | $ (240,741) |
| OH & Taxes | $ (36,454) | $ (33,642) | $ (2,812) | | $ - | $ - | $ (9,663) | $ (9,663) | | $ 6,851 |
| Net | $ - | $ (0) | $ 0 | | $ - | $ - | $ - | $ - | | $ 0 |

| | TOTAL GRANT | TOTAL SPENT | BALANCE | | FY21 Budget | FY21 (as of May 2021) | | | | BALANCES |
|---|---|---|---|---|---|---|---|---|---|---|
| **TOTAL GRANTS** | | through FY20 | Close of FY20 | | *full year* | Budget | Actual | Variance | | Post May 2021 |
| **Revenue** | $ 18,309,518 | $ 8,173,177 | $ 10,136,341 | | $ 1,234,646 | $ 889,635 | $ 1,217,414 | $ 327,779 | | $ 8,918,927 |
| **Expenses** | $ (16,508,789) | $ (7,389,247) | $ (9,119,542) | | $ (1,132,672) | $ (812,264) | $ (1,194,151) | $ (381,887) | | $ (7,925,391) |
| **OH & Taxes** | $ (1,800,729) | $ (783,930) | $ (1,016,799) | | $ (102,028) | $ (76,414) | $ (23,262) | $ 53,152 | | $ (993,537) |
| **Net** | $ 0 | $ - | $ (0) | | $ (54) | $ 957 | $ 1 | $ (956) | | $ (1) |
| **Interest** | | | $ 450,864 | | | | $ - | | | $ 562,119 |

**2021-2022 ALA EXECUTIVE BOARD MEETING AND CONFERENCE CALL SCHEDULE**

**Executive Committee Calls** – 1st Tuesday of each month
*Time: All calls are 60 minutes beginning at 3:00 PM Central Time (12:00 PM Alaska, 1:00 PM Pacific, 2:00 PM Mountain, 4:00 PM Eastern).*

- July 6, 2021
- August 3, 2021
- September 7, 2021
- October 5, 2021
- November 2, 2021
- December 7, 2021
- January 4, 2022
- February 1, 2022
- March 1, 2022
- April 5, 2022
- May 3, 2022
- June 7, 2022

**Executive Board Calls** – 3rd Tuesday of each month
*Time: All calls are 90 minutes beginning at 3:00 PM Central Time (12:00 PM Alaska, 1:00 PM Pacific, 2:00 PM Mountain, 4:00 PM Eastern). Join Zoom Meeting Meeting ID: 985 3780 9567 Passcode: 147845*

- July 20, 2021
- August 17, 2021
- September 21, 2021
- October 19, 2021
- November 16, 2021
- December 21, 2021
- January 18, 2022
- February 15, 2022
- March 15, 2022
- April 19, 2022
- May 17, 2022
- June 21, 2022

**ALA Executive Board In-person Meetings**
- Fall Meeting, Chicago IL - October 29-31, 2021
- The Library Learning Experience (LLX), San Antonio, TX - January 20-24, 2022
- Spring Meeting, Chicago IL - April 8-10, 2022
- ALA Annual Conference, Washington DC - June 23-28, 2022

For the Executive Board Meeting Materials, please visit: http://www.ala.org/aboutala/executive-board-document-inventory-2021-2022

Questions? Contact governance@ala.org