PLA Board of Directors Meeting
Virtual Meeting-1:00-4:00pm CT, March 26, 2021

Zoom Logistics

- Login instructions are below.
- Use Zoom in gallery view.
- Mute by default except the speaker
- PLA President Michelle Jeske 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.

Agenda

1. **Welcome and Introductions**, *Michelle Jeske, 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. February Virtual Meeting Minutes	2021.54
4. First Quarter FY21 Financial Narrative	2021.55
First Quarter FY21 Financial Reports	2021.56a-d
5. PLA 2022 Conference Update	2021.57

Action/Discussion/Decision Items	**Document Number**
6. ALA Pivot Plan and PLA, *Tracie Hall, all*	no document
7. ALA Executive Board Liaison Update, *Larry Neal*	no document
8. PLA President Update, *Michelle Jeske*	no document

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/97898491278?pwd=WFZ5VG1ackVpWlVEVHNWVm85QXVwdz09

Meeting ID: 978 9849 1278
Passcode: 037688

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

If you're unable to join the meeting online and can only listen in via telephone, then use these numbers.
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PublicLibrary
ASSOCIATION

PLA Board of Directors Meeting
February 19, 2021
Virtual

Present: Michelle Jeske, President; Melanie Huggins, President Elect; Directors-at-large: Cindy Fesemyer, Toby Greenwalt, Amita Lonial, Brandy McNeil, Dara Schmidt, Kelvin Watson; Fiscal Officer: Clara Bohrer; ALA Division Councilor: Stephanie Chase

Absent: Ramiro Salazar, Past President

Guests: Stacey Aldrich, Candidate for ALA President; Mike Borges, Maverick & Boutique; Jane Darling, Maverick & Boutique; Erica Freudenberger, PLA Director-at-Large Candidate; Ed Garcia, Candidate for ALA President; Richard Kong; Candidate for PLA President; Wing-yee Mack, PLA Director-at-Large Candidate; Maria Taesil Hudson McCauley, Candidate for PLA President; Larry Neal, ALA Executive Board Member; Lessa Pelayo-Lozada, Candidate for ALA President; Abby Straus, Maverick & Boutique; KennethWayne Thompson, PLA Director-at-Large Candidate; Lois Langer Thompson; PLA Director-at-Large Candidate

PLA Staff: Mary Hirsh, Interim Executive Director; Scott Allen, Deputy Director; Nellie Barrett, Program Officer; Larra Clark, Deputy Director; Lian Drago, Meetings Manager; Sara Goek, Program Manager; Samantha Lopez, Manager, Marketing and Membership

1. Welcome and Introductions, *Jeske.*
2. By consent, approved the adoption of the meeting agenda.
3. By consent, approved the consent agenda as presented.
    Consent Items   **Document Number**
    a. January 2021 Virtual Meeting Minutes 2021.48
    b. PLA Membership Report 2021.49

Action/Discussion/Decision Items

4. Introduction of ALA Presidential and PLA Board Candidates, *All* (2021.50a-c). The candidates present made brief remarks. Jeske thanked them all for running and for their commitments to ALA and PLA.

5. PLA President Update, *Jeske* (no document). During Midwinter, Jeske and Hirsh participated in a networking session for young librarians, which was inspiring. PLA representatives also participated in the Planning and Budget Assembly (PBA) Budget Analysis and Review Committee (BARC) meeting for division leadership, which was well attended and covered topics such as the pivot strategy, division "autonomy," and budgeting objectives. Participants agreed that there

are benefits to collaborating but did not come to consensus on the barriers preventing collaboration. Jeske also provided an update on the Executive Director search. The committee has narrowed 23 applicants to 7, conducted telephone screens, and will review the screen results shortly. Finally, Jeske noted that she continues to do media interviews, including with the Washington Post, and that there seems to be growing interest in e-book issues.

6. PLA President-Elect Update, *Huggins* (no document). On behalf of PLA, Huggins expressed concern for our members and others in Texas, who are dealing with cold weather and related water shortages and building damage. She commented on the diversity of candidates for the PLA Executive Director and reiterated comments about library staff being priority in the COVID-19 vaccine roll out. She also noted that locally, many library staff have been making major life changes (for instance, retiring) during the COVID-19 crisis. If this trend is widespread, ALA and PLA may want to be prepared to work with and support library leaders who may be less seasoned and lack significant experience in the near future.

7. ALA Executive Board Liaison Update, *Neal* (no document). Neal reported that calls for better organization and lead time for ALA Board materials were heeded. A new monthly update from the ALA Executive Director is being developed, which will help streamline communication across ALA. ALA Board discussion topics included ALA branding, the pivot plan, ALA's public-facing efforts in the future, LibLearnX and future Annual Conferences. Questions about how governance meetings would work during LibLearnX were posed. In terms of ALA finances, no new information was shared, although it was noted that ALA will be posting the job opening for a permanent Chief Financial Officer. It was also reported that ALA will not receive the extra funds possible from the sale of the 50 E. Huron building, which were contingent on specifics of the future tenants of the building. Finally, the ALA Board went into closed session to discuss representatives to the International Federation of Library Agencies and Institutions.

8. Budget and Finance Update, *Bohrer* (2021.51a-b). Bohrer referred members to the PLA fiscal year 2022 (FY22) revenue projections, which were given to ALA as the first step in the FY22 budgeting process. ALA is starting with revenue projections and expecting units to break even or be profitable, which is not new for PLA but is challenging for some ALA units.

9. Council and SCOE Report, *Chase* (no document). Chase reported on discussions held at Midwinter and how recommendations are now moving to the Forward Together working group, which is meeting in the near future.

10. Preparing for March T. Hall meeting, *All* (2021.52a-b). Jeske led a discussion of the key points to cover when ALA Executive Director Tracie Hall attends the March 26 PLA Board Meeting. PLA is committed to creating value for PLA members and ALA, overall. Pivot Plan questions generally cluster around this tension. PLA staff will digest notes from this conversation into 3 to 4 questions, to be shared with Hall in advance.

11. Letter to Aggregators Update, *Watson* (2021.53a-b). A revised Letter to Aggregators was introduced. Watson reported speaking with representatives from Baker&Taylor, Midwest Tape and others on exploring multiple models for purchase. The DCWG is working with publishers, this outreach is to aggregators. It was moved and seconded to request that a small group from

the PLA board seek an audience with aggregators, to discuss alternate distribution models and pricing structures. After discussion, the motion was withdrawn. Clark agreed to convene a small group to refine the letter and ask.

12. Strategic Plan Exercise, *All* (no document). Maverick & Boutique representatives praised the PLA board for its professionalism. It was reported that interviews with key stakeholders and staff are being scheduled for the next few weeks and focus groups will be scheduled shortly. A set of aspirational questions were circulated, and board members provided their input for the remainder of the meeting.

13. New Business, *all* (no document). No new business was identified.

14. Adjournment**,** *all* (no document). There being no further business, the meeting was adjourned at 4pm Central.

PLA Board of Directors January 2021 Meeting
Action Items/Discussions Requiring Follow Up

The following actions were drafted based on discussion at the January 2021 board meeting.

1. Hirsh will share materials from the January 15, 2021 meeting of ALA Councilors to the PLA board.

2. Hirsh and Jeske will included ALA Executive Director Tracie Hall in an upcoming PLA board meeting.

3. Huggins will circulate the survey about COVID-19 vaccine distribution to the PLA leadership.

4. Chase will investigate the potential for submitting an ALA Council resolution related to the COVID-19 vaccine distribution.

5. Watson will circulate a draft letter for PLA to consider regarding how e-lending aggregators should present product to public libraries.

6. Board members interested in convening to continue to discuss the MLS degree/education and public libraries will let Jeske know.

Public Library Association
FY21 – November 2020 Financial Narrative

FY21 Operating Budget as of November 2020

GENERAL FUND *Including Conference*	Nov 2020 YTD Budget	Nov 2020 YTD Actual	Nov 2020 Variance
Total Revenues	$200,150	$169,524	($30,626)
Total Expenses before OH and tax	$328,535	$189,796	$138,739
Overhead and Tax	$19,741	$9,122	$10,619
	YTD Budget	**YTD Actual**	**Variance**
Net Revenue (Expense)	($148,126)	($29,394)	$118,732
Beginning NAB		**Ending NAB**	
TBD		TBD	

Operating Budget: As of November 2020, PLA has an actual net expense (loss) of $29,394 compared to a budget net expense of $148,126. (FY21 is a non-conference year for PLA, so it is budgeted for a total net expense of $563,947.) This favorable position is generally due to lack of spending on programmatic activity (some of which may not occur at all due to the ongoing COVID-19 pandemic), and stronger than expected sales of PLA products.

- Spending on administrative costs (staff, board management) is slightly below budget (11% variance), due to open positions.
- Dues revenue is exactly on target, with $96,250 collected against a budget of $96,800.
- PLA is doing very well in certain product areas, reflecting how we adapted to provide virtual content and made efforts over the last few years to improve our publications.
  - Public Libraries magazine revenue is only slightly down ($9,999 actual versus $12,875 budgeted) but expenses are substantially below budget, with only $2,900 spent against a budget of $30,807. While some of this cost savings is due to delays in receiving and paying invoices, some can be attributed to moving Public Libraries online for select issues, saving printing and mailing costs.
  - Revenue for PLA's webinars is on target ($12,239 actual versus $13,000 budgeted).
  - General publications revenue as of November 2020 stands at $19,866, which is over $18,000 more than budgeted, due to sales of the PLA early literacy calendar and strong sales of the Every Child Ready to Read materials, with $17,803 received versus a budgeted amount of $1,125.
- Certain PLA products are behind on revenue. Professional development activities optimistically budgeted for FY21 have not yet generated revenue, and they may not given the status of live events this fiscal year. This includes regional CE events ($10,000 budgeted, $6,325 actual) and specifically the Equity Starts with Us training ($50,000 budgeted, $2,625

actual). For the latter event, which will not happen in person in FY21, PLA substituted a virtual EDISJ Leadership Lab, which sold out; related revenue will show up in early 2021 reports.

- Lack of expenses for the PLA 2022 Conference is also a contributing factor to PLA's lower than anticipated net loss. By November 2020, PLA had budgeted to spend $31,125 on conference promotion, site visits, facility deposits and other "off year" expenses. However, only $190 was spent. Spending on conference planning will increase by mid/late FY21, however it is likely to stay well under the budgeted amount of $94,500.

Grant Budgets: Grant spending is far exceeding budget because PLA confirmed over $400,000 in new and renewed grant funding in late summer and early fall of 2020. Given the late stage of FY20 budgeting, these projects were not included in the budget. Only spend down on the Gates grants was included.

As of November 2020, PLA had spent $346,592 in grant funds compared to a budgeted amount of $238,212, for a difference of $108,380. Spending in the grant projects *which were included in the FY21 budget* (Gates funds) is running slightly ahead of budget on target,: a total of $280,594 has been spent against a budget of $238,212. These funds mostly support about half of PLA's staff salary and benefits but also include continued support of Project Outcome and some of PLA's new data initiatives.

Another $65,998 was spent on PLA's health insurance outreach, support of technology and training with Microsoft funds, and new IMLS-funded project to help libraries engage Latinx families. While no budgeting was entered in order to track variances on these projects, staff have confirmed they are rolling out as planned with no major variances predicted.

Balance Sheet as of November 30, 2020

	FY20 (final)			FY21			
	Annual Budget	Actual	Variance	Annual Budget	Budget as of Nov 2020	Actual	Variance as of Nov 2020
Opening Fund Balance		$ -				$ -	
Revenue	$ 4,718,615	$ -	$ (4,718,615)	$ 771,600	$ 200,150	$ 169,524	$ (30,626)
Revenue - Grants	$ 2,762,791	$ -	$ (2,762,791)	$ 1,234,044	$ 238,212	$ 346,592	$ 108,380
Expenses	$ (3,665,252)	$ -	$ 3,665,252	$ (1,280,002)	$ (328,535)	$ (189,796)	$ 138,739
Expenses - Grants	$ (2,328,869)	$ -	$ 2,328,869	$ (1,132,016)	$ (210,937)	$ (346,789)	$ (135,852)
Overhead & Taxes	$ (941,890)	$ -	$ 941,890	$ (55,545)	$ (19,741)	$ (9,122)	$ 10,619
Overhead & Taxes - Grants	$ (433,922)	$ -	$ 433,922	$ (102,028)	$ (25,293)	$ (3,241)	$ 22,052
Transfer to Endowment	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Fiscal Year Results	$ 111,473	$ -	$ (111,473)	$ (563,947)	$ (146,144)	$ (32,832)	$ 113,312
Closing Fund Balance (end FY20)		$ -					
				$ (563,947)		$ (32,832)	

Grants		Actual	Balance	Grant Balance Breakdown			
Total Committed, 2016-2026 (active grants only)			$ 17,769,413	**Grant (Ending FY)**		Grant Funds	Interest
Total Spent through FY19				Health Ins Enrollment (FY21)		$ 429,485	$ -
Direct Expenses		$ -		Microsoft Philanth. (FY21)		$ 594,706	$ -
Overhead		$ -		IMLS-Family Engagement (FY21)		$ 84,949	$ -
Balance, Close of FY19			$ 17,769,413	Legacy (FY26)		$ 10,831,999	$ 38,800
Total Spent FY21 (to Sept 2020)				African Leadership Training (FY20)		$ 1,000,000	$ -
Direct Expenses		$ (346,789)		Gen Ops Supplemental (n/a)		$ 2,693,108	$ -
Overhead		$ (3,241)		Knight Short Edition (TBD)		$ 250,000	$ -
			$ 17,419,383	IMLS Inclusive Internships (FY22)		$ 1,538,574	$ -
						$ 17,422,821	$ 38,800

Long Term Investment	Budget	Actual	Balance				
Beginning Net Assets		$ -	* see below	*Notes*			
Revenue	$ 9,925	$ -	$ (9,925)				
Expenses	$ (2,106)	$ -	$ 2,106				
Fiscal Year Results	$ 7,819	$ -	$ (7,819)				
Ending Net Assets		$ -					

LTI beginning balance for FY21 is not yet available

Public Library Association
Statement of Revenues and Expenses - General Fund and Conference
For the period ending Nov 2020

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)	$ -	$ 96,250	$ 96,800	$ (550)	-1%	$ 387,200
3. Regional CE, Bootcamp (3007)	$ -	$ 6,325	$ 10,000	$ (3,675)	-37%	$ 40,000
4. PLA Leadership (3011)	$ -	$ -	$ -	$ -		$ -
5. PLA Partners (3020)	$ -	$ 4,006	$ 3,500	$ 506	14%	$ 14,000
6. ALA Precons/MW Institute (3026)	$ -	$ -	$ -	$ -		$ 18,000
7. Public Libraries (3030)	$ -	$ 9,999	$ 12,875	$ (2,876)	-22%	$ 51,500
8. Web Based CE (3040)	$ -	$ 12,239	$ 13,000	$ (761)	-6%	$ 52,000
9. Publications (3058)	$ -	$ 19,866	$ 1,600	$ 18,266	1142%	$ 6,400
10. Family Engagement (3072)	$ -	$ -	$ -	$ -		$ 36,000
11. Equity, Diversity and Inclusion (3073)	$ -	$ 2,625	$ 50,000	$ (47,375)	-95%	$ 110,000
12. Preschool Literacy (3120)	$ -	$ 17,803	$ 1,125	$ 16,678	1482%	$ 4,500
13. PO Regional Training (3171)	$ -	$ -	$ -	$ -		$ 7,000
14. PLDS (3172)	$ -	$ -	$ -	$ -		$ -
15. Digital Learn (3188)	$ -	$ -	$ 11,250	$ (11,250)	-100%	$ 45,000
Error - Certif Pub Lib Admin (3189)	$ -	$ -	$ -	$ -		$ -
17a. Cost Share IMLS Early Literacy (3181)	$ -	$ -	$ -	$ -		$ -
717b. Cost Share IMLS Incl Internships (3185)	$ -	$ -	$ -	$ -		$ -
TOTAL REVENUES - PROGRAMS	**$ -**	**$ 169,113**	**$ 200,150**	**$ (31,037)**	**-16%**	**$ 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)	$ -	$ -	$ -	$ -		$ -
B. NC Exhibits (3062)	$ -	$ -	$ -	$ -		$ -
C. NC Promotion (3063)	$ -	$ 411	$ -	$ 411		$ -
D. NC Registration (3064)	$ -	$ -	$ -	$ -		$ -
E. NC Opening/Closing Session (3065)	$ -	$ -	$ -	$ -		$ -
F. NC Programs (3066)	$ -	$ -	$ -	$ -		$ -
G. NC Meal Events (3069)	$ -	$ -	$ -	$ -		$ -
H. NC Preconference (3070)	$ -	$ -	$ -	$ -		$ -
I. NC Future Planning (3145)	$ -	$ -	$ -	$ -		$ -
J. PLA Virtual Conference (3173)	$ -	$ -	$ -	$ -		$ -
TOTAL REVENUES - CONFERENCE	**$ -**	**$ 411**	**$ -**	**$ 411**	**0%**	**$ -**
	FY20 Actual	FY21 Actual	FY21 Budget	Variance	%	FY21 Budget
TOTAL REVENUES	**$ -**	**$ 169,524**	**$ 200,150**	**$ (30,626)**	**15%**	**$ 771,600**

EXPENSES	Full Year FY20 Actual	YTD FY21 Actual	YTD FY21 Budget	YTD Variance	Variance %	Full Year FY21 Budget
1. Administration (0000)	$ -	$ (162,700)	$ (183,075)	$ 20,375	11%	$ (740,273)
2. Service to Members (3000)	$ -	$ (2,989)	$ (24,275)	$ 21,286	88%	$ (109,350)
3. Regional CE, Bootcamp (3007)	$ -	$ (838)	$ (10,125)	$ 9,287	92%	$ (40,500)
4. PLA Leadership (3011)	$ -	$ -	$ -	$ -		$ -
5. PLA Partners (3020)	$ -	$ (113)	$ (75)	$ (38)	-51%	$ (14,300)
6. ALA Precons/MW Institute (3026)	$ -	$ -	$ -	$ -		$ (14,142)
7. Public Libraries (3030)	$ -	$ (4,225)	$ (32,644)	$ 28,419	87%	$ (130,573)
8. Web Based CE (3040)	$ -	$ (3,923)	$ (3,031)	$ (892)	-29%	$ (12,125)
9. Publications (3058)	$ -	$ (4,100)	$ (2,399)	$ (1,701)	-71%	$ (6,895)
10. Family Engagement (3072)	$ -	$ -	$ (2,950)	$ 2,950	100%	$ (21,965)
11. Equity, Diversity and Inclusion (3073)	$ -	$ (348)	$ (45,328)	$ 44,980	99%	$ (84,328)
12. Preschool Literacy (3120)	$ -	$ (2,667)	$ (499)	$ (2,168)	-434%	$ (1,996)
13. PO Regional Training (3171)	$ -	$ -	$ -	$ -		$ (2,600)
14. PLDS (3172)	$ -	$ -	$ -	$ -		$ -
15. Digital Learn (3188)	$ -	$ (12,533)	$ (12,750)	$ 217	2%	$ (62,000)
Error - Certif Pub Lib Admin (3189)	$ -	$ -	$ -	$ -		$ -
17a. Cost Share IMLS Early Literacy (3181)	$ -	$ -	$ -	$ -		$ -
17b. Cost Share IMLS Incl Internships (3185)	$ -	$ (3,818)	$ -	$ (3,818)		$ -
TOTAL EXPENSES - PROGRAMS	$ -	$ (198,254)	$ (317,151)	$ 118,897	37%	$ (1,241,047)

16. National Conferences	Full Year FY20 Actual	YTD FY21 Actual	YTD FY21 Budget	YTD Variance	Variance %	Full Year FY21 Budget
A. NC General Program (3061)	$ -	$ -	$ -	$ -		$ -
B. NC Exhibits (3062)	$ -	$ (433)	$ -	$ (433)		$ -
C. NC Promotion (3063)	$ -	$ (41)	$ -	$ (41)		$ -
D. NC Registration (3064)	$ -	$ -	$ -	$ -		$ -
E. NC Opening/Closing Session (3065)	$ -	$ -	$ -	$ -		$ -
F. NC Programs (3066)	$ -	$ -	$ -	$ -		$ -
G. NC Meal Events (3069)	$ -	$ -	$ -	$ -		$ -
H. NC Preconference (3070)	$ -	$ -	$ -	$ -		$ -
I. NC Future Planning (3145)	$ -	$ (190)	$ (31,125)	$ 30,935	99%	$ (94,500)
J. PLA Virtual Conference (3173)	$ -	$ -	$ -	$ -		$ -
TOTAL EXPENSES - CONFERENCE	$ -	$ (664)	$ (31,125)	$ 30,461	98%	$ (94,500)

	FY20 Actual	FY21 Actual	FY21 Budget	Variance	%	FY21 Budget
TOTAL EXPENSES	$ -	$ (198,918)	$ (348,276)	$ 149,358	43%	$ (1,335,547)

	FY20 Actual	YTD FY21 Actual	YTD FY21 Budget	YTD Variance	Variance %	Full Year FY21 Budget
OPERATING NET REVENUES	$ -	$ (29,394)	$ (148,126)	$ 118,732	80%	$ (563,947)

Public Library Association
FY2020-FY2021 Financial Report

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

Project	FY20 (final)			FY21 Budget	FY21 (as of Nov 2020)		
Subproject	Budget	Actual	Variance	full year	Budget	Actual	Variance
1. Administration (0000)							
Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses	$ (967,967)	$ -	$ 967,967	$ (740,273)	$ (183,075)	$ (162,700)	$ 20,375
Net	$ (967,967)	$ -	$ 967,967	$ (740,273)	$ (183,075)	$ (162,700)	$ 20,375
2. Service to Members (3000)							
Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Dues	$ 602,400	$ -	$ (602,400)	$ 387,200	$ 96,800	$ 96,250	$ (550)
Expenses	$ (141,450)	$ -	$ 141,450	$ (109,350)	$ (24,275)	$ (2,989)	$ 21,286
Net	$ 460,950	$ -	$ (460,950)	$ 277,850	$ 72,525	$ 93,261	$ 20,736
3. Regional CE, Bootcamp (3007)							
Registration	$ 40,000	$ -	$ (40,000)	$ 40,000	$ 10,000	$ 6,325	$ (3,675)
Expenses	$ (23,800)	$ -	$ 23,800	$ (29,900)	$ (7,475)	$ -	$ 7,475
OH & Tax	$ (10,600)	$ -	$ 10,600	$ (10,600)	$ (2,650)	$ (838)	$ 1,812
Net	$ 5,600	$ -	$ (5,600)	$ (500)	$ (125)	$ 5,487	$ 5,612
4. PLA Leadership (3011)							
Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses	$ -	$ -	$ -	$ -	$ -	$ -	$ -
OH & Tax	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net	$ -	$ -	$ -	$ -	$ -	$ -	$ -
5. PLA Partners (3020)							
Revenue	$ 40,000	$ -	$ (40,000)	$ 14,000	$ 3,500	$ 4,006	$ 506
Expenses	$ (17,800)	$ -	$ 17,800	$ (14,300)	$ (75)	$ (113)	$ (38)
Net	$ 22,200	$ -	$ (22,200)	$ (300)	$ 3,425	$ 3,893	$ 468
6. ALA Precons/MW Institute (3026)							
Revenue	$ -	$ -	$ -	$ 18,000	$ -	$ -	$ -
Expenses	$ -	$ -	$ -	$ (7,350)	$ -	$ -	$ -
OH	$ -	$ -	$ -	$ (6,792)	$ -	$ -	$ -
Net	$ -	$ -	$ -	$ 3,858	$ -	$ -	$ -

Project / Subproject	FY20 (final) Budget	FY20 (final) Actual	FY20 (final) Variance	FY21 Budget full year	FY21 (as of Nov 2020) Budget	FY21 (as of Nov 2020) Actual	FY21 (as of Nov 2020) Variance
7. Public Libraries (3030)							
Revenue	$ 51,500	$ -	$ (51,500)	$ 51,500	$ 12,875	$ 9,999	$ (2,876)
Expenses	$ (151,242)	$ -	$ 151,242	$ (123,226)	$ (30,807)	$ (2,900)	$ 27,907
OH	$ (6,824)	$ -	$ 6,824	$ (6,800)	$ (1,700)	$ (1,325)	$ 375
Tax	$ (547)	$ -	$ 547	$ (547)	$ (137)	$ -	$ 137
Net	$ (107,113)	$ -	$ 107,113	$ (79,073)	$ (19,769)	$ 5,774	$ 25,543
8. Web Based CE (3040)							
Revenue	$ 25,700	$ -	$ (25,700)	$ 52,000	$ 13,000	$ 12,239	$ (761)
Expenses	$ (6,947)	$ -	$ 6,947	$ (5,500)	$ (1,375)	$ (2,301)	$ (926)
OH & Taxes	$ (5,488)	$ -	$ 5,488	$ (6,625)	$ (1,656)	$ (1,622)	$ 34
Net	$ 13,265	$ -	$ (13,265)	$ 39,875	$ 9,969	$ 8,316	$ (1,653)
9. Publications (3058)							
Revenue	$ 7,250	$ -	$ (7,250)	$ 6,400	$ 1,600	$ 19,866	$ 18,266
Expenses	$ (4,000)	$ -	$ 4,000	$ (6,100)	$ (2,200)	$ (1,470)	$ 730
OH & Taxes	$ -	$ -	$ -	$ (795)	$ (199)	$ (2,630)	$ (2,431)
Net	$ 3,250	$ -	$ (3,250)	$ (495)	$ (799)	$ 15,766	$ 16,565
10. Family Engagement (3072)							
Revenue	$ -	$ -	$ -	$ 36,000	$ -	$ -	$ -
Expenses	$ (100,000)	$ -	$ 100,000	$ (12,425)	$ (2,950)	$ -	$ 2,950
OH & Taxes	$ -	$ -	$ -	$ (9,540)	$ -	$ -	$ -
Net	$ (100,000)	$ -	$ 100,000	$ 14,035	$ (2,950)	$ -	$ 2,950
11. Equity, Diversity and Inclusion (3073)							
Revenue	$ 100,000	$ -	$ (100,000)	$ 110,000	$ 50,000	$ 2,625	$ (47,375)
Expenses	$ (53,500)	$ -	$ 53,500	$ (71,078)	$ (32,078)	$ -	$ 32,078
OH & Taxes	$ (26,500)	$ -	$ 26,500	$ (13,250)	$ (13,250)	$ (348)	$ 12,902
Net	$ 20,000	$ -	$ (20,000)	$ 25,672	$ 4,672	$ 2,277	$ (2,395)
12. Preschool Literacy (3120)							
Revenue	$ 19,400	$ -	$ (19,400)	$ 4,500	$ 1,125	$ 17,803	$ 16,678
Expenses	$ (7,350)	$ -	$ 7,350	$ (1,400)	$ (350)	$ (308)	$ 42
OH & Taxes	$ (1,061)	$ -	$ 1,061	$ (596)	$ (149)	$ (2,359)	$ (2,210)

| Project | FY20 (final) | | | FY21 Budget | FY21 (as of Nov 2020) | | |
Subproject	Budget	Actual	Variance	full year	Budget	Actual	Variance
Net	$ 10,989	$ -	$ (10,989)	$ 2,504	$ 626	$ 15,136	$ 14,510
13. PO Regional Training (3171)							
Revenue	$ 120,000	$ -	$ (120,000)	$ 7,000	$ -	$ -	$ -
Expenses	$ (45,438)	$ -	$ 45,438	$ (2,600)	$ -	$ -	$ -
OH & Taxes	$ (9,900)	$ -	$ 9,900	$ -	$ -	$ -	$ -
Net	$ 64,662	$ -	$ (64,662)	$ 4,400	$ -	$ -	$ -
14. PLDS (3172)							
Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses	$ -	$ -	$ -	$ -	$ -	$ -	$ -
OH & Taxes	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net	$ -	$ -	$ -	$ -	$ -	$ -	$ -
15. Digital Learn (3188)							
Revenue	$ -	$ -	$ -	$ 45,000	$ 11,250	$ -	$ (11,250)
Expenses	$ (55,250)	$ -	$ 55,250	$ (62,000)	$ (12,750)	$ (12,533)	$ 217
OH & Taxes	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net	$ (55,250)	$ -	$ 55,250	$ (17,000)	$ (1,500)	$ (12,533)	$ (11,033)
16. National Conferences							
A. NC General Program (3061)							
Revenue	$ 1,679,365	$ -	$ (1,679,365)	$ -	$ -	$ -	$ -
Expenses	$ (463,000)	$ -	$ 463,000	$ -	$ -	$ -	$ -
OH & Taxes	$ (445,032)	$ -	$ 445,032	$ -	$ -	$ -	$ -
Net	$ 771,333	$ -	$ (771,333)	$ -	$ -	$ -	$ -
B. NC Exhibits (3062)							
Revenue	$ 1,703,000	$ -	$ (1,703,000)	$ -	$ -	$ -	$ -
Expenses	$ (658,900)	$ -	$ 658,900	$ -	$ -	$ (433)	$ (433)
OH & Taxes	$ (380,010)	$ -	$ 380,010	$ -	$ -	$ -	$ -
Net	$ 664,090	$ -	$ (664,090)	$ -	$ -	$ (433)	$ (433)
C. NC Promotion (3063)							
Revenue	$ 95,000	$ -	$ (95,000)	$ -	$ -	$ 411	$ 411
Expenses	$ (47,600)	$ -	$ 47,600	$ -	$ -	$ (41)	$ (41)

Project	FY20 (final)			FY21 Budget	FY21 (as of Nov 2020)		
Subproject	Budget	Actual	Variance	*full year*	Budget	Actual	Variance
OH & Taxes	$ (12,588)	$ -	$ 12,588	$ -	$ -	$ -	$ -
Net	$ 34,812	$ -	$ (34,812)	$ -	$ -	$ 370	$ 370
D. NC Registration (3064)							
Revenues	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses	$ (29,826)	$ -	$ 29,826	$ -	$ -	$ -	$ -
OH & Taxes	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net	$ (29,826)	$ -	$ 29,826	$ -	$ -	$ -	$ -
E. NC Opening/Closing Session (3065)							
Revenues	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses	$ (220,000)	$ -	$ 220,000	$ -	$ -	$ -	$ -
Net	$ (220,000)	$ -	$ 220,000	$ -	$ -	$ -	$ -
F. NC Programs (3066)							
Revenues	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses	$ (77,150)	$ -	$ 77,150	$ -	$ -	$ -	$ -
Net	$ (77,150)	$ -	$ 77,150	$ -	$ -	$ -	$ -
G. NC Meal Events (3069)							
Revenues	$ 75,000	$ -	$ (75,000)	$ -	$ -	$ -	$ -
Expenses	$ (90,000)	$ -	$ 90,000	$ -	$ -	$ -	$ -
OH & Taxes	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net	$ (15,000)	$ -	$ 15,000	$ -	$ -	$ -	$ -
H. NC Preconference (3070)							
Revenues	$ 120,000	$ -	$ (120,000)	$ -	$ -	$ -	$ -
Expenses	$ (63,500)	$ -	$ 63,500	$ -	$ -	$ -	$ -
OH & Taxes	$ (31,800)	$ -	$ 31,800	$ -	$ -	$ -	$ -
Net	$ 24,700	$ -	$ (24,700)	$ -	$ -	$ -	$ -
I. NC Promotion/Planning (3145)							
Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses	$ (222,500)	$ -	$ 222,500	$ (94,500)	$ (31,125)	$ (190)	$ 30,935
OH & Taxes	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net	$ (222,500)	$ -	$ 222,500	$ (94,500)	$ (31,125)	$ (190)	$ 30,935

Project	FY20 (final)			FY21 Budget	FY21 (as of Nov 2020)		
Subproject	**Budget**	**Actual**	**Variance**	*full year*	**Budget**	**Actual**	**Variance**
J. PLA Virtual Conference (3173)							
Revenue	$ 40,000	$ -	$ (40,000)	$ -	$ -	$ -	$ -
Expenses	$ (23,000)	$ -	$ 23,000	$ -	$ -	$ -	$ -
OH & Taxes	$ (5,300)	$ -	$ 5,300	$ -	$ -	$ -	$ -
Net	$ 11,700	$ -	$ (11,700)	$ -	$ -	$ -	$ -
Error							
Certif Pub Lib Admin (3189)							
Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses	$ -	$ -	$ -	$ -	$ -	$ -	$ -
OH & Taxes	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net	$ -	$ -	$ -	$ -	$ -	$ -	$ -
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)	$ -	$ 195,032	$ -	$ -	$ (3,818)	$ (3,818)
OH & Taxes	$ (6,240)	$ -	$ 6,240	$ -	$ -	$ -	$ -
Net	$ (201,272)	$ -	$ 201,272	$ -	$ -	$ (3,818)	$ (3,818)

	FY20 (final)			FY21 Budget	FY21 (as of Nov 2020)		
TOTAL ADMIN/CORE PROJECTS	**Budget**	**Actual**	**Variance**	*full year*	**Budget**	**Actual**	**Variance**
Revenue	$ 4,718,615	$ -	$ (4,718,615)	$ 771,600	$ 200,150	$ 169,524	$ (30,626)
Expenses	$ (3,665,252)	$ -	$ 3,665,252	$ (1,280,002)	$ (328,535)	$ (189,796)	$ 138,739
OH & Taxes	$ (941,890)	$ -	$ 941,890	$ (55,545)	$ (19,741)	$ (9,122)	$ 10,619
Net	$ 111,473	$ -	$ (111,473)	$ (563,947)	$ (148,126)	$ (29,394)	$ 118,732

Year-to-Date Report - GRANTS (Budgeted to Zero Out)
FY21 as of Nov 2020

Project	TOTAL GRANT	TOTAL SPENT	BALANCE	FY21 Budget	FY21 (as of Nov 2020)			BALANCES
Subproject		through FY20	Close of FY20	full year	Budget	Actual	Variance	Post Nov 2020
Health Insurance Enrollment (3150)								
Sep 2018 to July 2021 (FY19-FY21)								
Revenue	$ 466,773	$ -	$ 466,773	$ -	$ -	$ 37,288	$ 37,288	$ 429,485
Expenses	$ (434,367)	$ -	$ (434,367)	$ -	$ -	$ (35,766)	$ (35,766)	$ (398,601)
OH & Taxes	$ (32,406)		$ (32,406)	$ -	$ -	$ (1,522)	$ (1,522)	$ (30,884)
Net	$ (0)	$ -	$ (0)	$ -	$ -	$ -	$ -	$ (0)
Microsoft Philanthropies (3160)								
Feb 2019 to mid-2021 (FY19-FY21)								
Revenue	$ 608,416	$ -	$ 608,416	$ -	$ -	$ 13,710	$ 13,710	$ 594,706
Expenses	$ (546,705)	$ -	$ (546,705)	$ -	$ -	$ (13,710)	$ (13,710)	$ (532,995)
OH & Taxes	$ (61,711)	$ -	$ (61,711)	$ -	$ -	$ -	$ -	$ (61,711)
Net	$ 0	$ -	$ 0	$ -	$ -	$ -	$ -	$ 0
IMLS-Family Engagement (3082)								
Sep 2020 to Aug 2021 (FY21)								
Revenue	$ 99,949	$ -	$ 99,949	$ -	$ -	$ 15,000	$ 15,000	$ 84,949
Expenses	$ (86,156)	$ -	$ (86,156)	$ -	$ -	$ (15,000)	$ (15,000)	$ (71,156)
OH & Taxes	$ (13,793)	$ -	$ (13,793)	$ -	$ -	$ -	$ -	$ (13,793)
Net	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Gates Legacy Grant (3175)								
Jun 2016 to May 2026 (FY16-FY26)								
Interest Income		$ -				$ 38,800		$ 38,800
Revenue	$ 10,905,701	$ -	$ 10,905,701	$ 952,244	$ 238,212	$ 73,702	$ (164,510)	$ 10,831,999
Expenses	$ (9,735,947)	$ -	$ (9,735,947)	$ (850,216)	$ (210,937)	$ (75,421)	$ 135,516	$ (9,660,526)
OH & Taxes	$ (1,169,754)	$ -	$ (1,169,754)	$ (102,028)	$ (25,293)	$ (1,719)	$ 23,574	$ (1,168,035)
Net	$ -	$ -	$ -	$ -	$ 1,982	$ (3,438)	$ (5,420)	$ 3,438
Gates African Leadership Training (3176)								
Oct 2016 to Oct 2019 (FY17-FY20)								
Interest Income		$ -				$ -		$ -
Revenue	$ 1,000,000	$ -	$ 1,000,000	$ -	$ -	$ -	$ -	$ 1,000,000
Expenses	$ (892,857)	$ -	$ (892,857)	$ -	$ -	$ -	$ -	$ (892,857)
OH & Taxes	$ (107,143)	$ -	$ (107,143)	$ -	$ -	$ -	$ -	$ (107,143)
Net	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Gates Gen Ops Supplement (3177)								
Sep 2017 through no end date								
Revenue	$ 2,900,000	$ -	$ 2,900,000	$ -	$ -	$ 206,892	$ 206,892	$ 2,693,108
Expenses	$ (2,552,000)	$ -	$ (2,552,000)	$ -	$ -	$ (206,892)	$ (206,892)	$ (2,345,108)
OH & Taxes	$ (348,000)	$ -	$ (348,000)	$ -	$ -	$ -	$ -	$ (348,000)
Net	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Knight Short Edition (3178)								
Jan 2018-date TBD (FY18-FY21)								
Revenue	$ 250,000	$ -	$ 250,000	$ -	$ -	$ -	$ -	$ 250,000
Expenses	$ (250,000)	$ -	$ (250,000)	$ -	$ -	$ -	$ -	$ (250,000)
OH & Taxes	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
IMLS Inclusive Internships (3184)								
Mar 2017 - Dec 2021 (FY17-FY22)								
Revenue	$ 1,538,574	$ -	$ 1,538,574	$ 281,800	$ -	$ -	$ -	$ 1,538,574
Expenses	$ (1,502,120)	$ -	$ (1,502,120)	$ (281,800)	$ -	$ -	$ -	$ (1,502,120)
OH & Taxes	$ (36,454)	$ -	$ (36,454)	$ -	$ -	$ -	$ -	$ (36,454)
Net	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Project	TOTAL GRANT	TOTAL SPENT	BALANCE	FY21 Budget	FY21 (as of Nov 2020)			BALANCES
Subproject		through FY20	Close of FY20	*full year*	Budget	Actual	Variance	Post Nov 2020
	TOTAL GRANT	**TOTAL SPENT**	**BALANCE**	**FY21 Budget**	**FY21 (as of Nov 2020)**			**BALANCES**
TOTAL GRANTS		through FY20	Close of FY20	*full year*	**Budget**	**Actual**	**Variance**	**Post Nov 2020**
Revenue	$ 17,769,413	$ -	$ 17,769,413	$ 1,234,044	$ 238,212	$ 346,592	$ 108,380	$ 17,422,821
Expenses	$ (16,000,152)	$ -	$ (16,000,152)	$ (1,132,016)	$ (210,937)	$ (346,789)	$ (135,852)	$ (15,653,363)
OH & Taxes	$ (1,769,261)	$ -	$ (1,769,261)	$ (102,028)	$ (25,293)	$ (3,241)	$ 22,052	$ (1,766,020)
Net	**$ 0**	**$ -**	**$ (0)**	**$ -**	**$ 1,982**	**$ (3,438)**	**$ (5,420)**	**$ 3,438**
Interest			$ -			$ -		$ 38,800

TO: PLA Board of Directors
FROM: Melissa Faubel Johnson, CMP
              Conference Manager
RE: PLA 2022 Conference Update
DATE: March 22, 2021

ACTION REQUESTED/INFORMATION/REPORT: Report

OVERVIEW
Plans for the PLA 2022 Conference in Portland, Oregon - March 23-25, 2022, are in progress. PLA staff are moving forward with the goal of a live, in-person event, along with an expanded virtual conference offering. The conference (teaser) website will be live by mid-April and will include general information on the conference and program proposals. The official conference website will launch in conjunction with the program proposal opening on May 3.

The following update contains the preliminary schedule and program proposal timeline. All information is tentative and subject to change, based on developments of the pandemic.

CONFERENCE SCHEDULE
Tuesday, March 22
7:30am – 5:00pm   Registration Open
9:00am – 5:00pm   Preconferences

Wednesday, March 23
7:30am – 6:00pm   Registration Open
8:00am – 9:30am   Opening Session
10:00am – 11:00am   Programs
11:15am – 12:15pm   Programs
12:15pm – 2:00pm   Lunch Break
2:00pm – 3:00pm   Programs
3:00pm – 6:00pm   Exhibits Opening

Thursday, March 24
7:30am – 5:30pm   Registration Open
8:00am – 9:00am   BIG IDEAS
9:00am – 5:00pm   Exhibits Open
9:00am – 10am   Exhibits Coffee Break
10:15am – 11:15am   Programs
11:30am – 12:30pm   Programs

12:30 – 1:45pm	Lunch Break/Author Lunch
2:00pm – 3:00pm	Programs
3:00pm – 4:00pm	Exhibits Coffee Break
4:00pm – 5:00pm	Programs
6:30pm – 8:30pm	Dinner

Friday, March 25

7:30am – 5:30pm	Registration Open
8:00am – 9:00am	BIG IDEAS
9:00am – 2:00pm	Exhibits Open
9:00am – 10:00am	Exhibits Coffee Break
10:15am – 11:15am	Programs
11:30am – 12:30pm	Programs
12:30pm – 1:45pm	Author Lunches
1:30pm – 2:00pm	Exhibit Closing Reception
2:15pm – 3:15pm	Programs
3:30pm – 4:30pm	Programs
5:00pm – 7:00pm	Closing Session & Reception

CONFERENCE PROGRAM TIMELINE

May 3:	Conference proposal period opens
June 14:	Conference proposal period closes
June 18:	Proposals distributed to Program Subcommittee for review
July 23:	Deadline for Program Subcommittee to complete reviews
Late July:	PLA staff organize reviews and resolve any questions with subcommittee members; hold virtual subgroup meetings if necessary
Early August:	Subcommittee meets to finalize approved programs
Mid/late August:	Notifications sent to all who submitted proposals

REGISTRATION & HOUSING

Registration and housing for the PLA 2022 conference will open in mid-October.

TO: PLA Board of Directors
FROM: Larra Clark, Deputy Director
RE: Overview of new Federal opportunities
DATE: March 22, 2021

ACTION REQUESTED/INFORMATION/REPORT: Information
ACTION REQUESTED BY: N/A
DRAFT OF MOTION: N/A

Background
Public libraries are eligible for billions of dollars in recovery funding as part of the $1.9 trillion American Rescue Plan Act ([ARPA](#)) of 2021 passed by Congress on March 10, 2021. Some of this funding is specifically allocated for libraries, such as new IMLS funding, and some of it will require public libraries to apply for new funding through the Federal Communications Commission (FCC) or through new funding available at the state and local level.

The ALA Public Policy & Advocacy Office lobbied extensively for all of these provisions and is developing resources to assist and guide libraries in accessing new funding. What follows is a brief recap of key provisions that can aid public libraries. Additionally, work continues to increase awareness and support for public library capital funding through the [Build America's Libraries Act](#), as a bill focused on infrastructure improvements and economic recovery is anticipated shortly.

New IMLS funding
ARPA includes $200 million for the Institute of Museum and Library Services (IMLS), the largest single increase in the agency's 25-year history. The bulk of this funding ($178 million) is allocated for state library administrative agencies on a population-based formula (i.e., Grants to States), with a $2 million state minimum. IMLS is working now with state library agencies to confirm state allotments and allowable uses for the funding.

State libraries will distribute ARPA funding to local libraries according to state priorities, to maintain and enhance library operations and services, including:
- offering greater access to technology, including through expanding digital networks and connectivity, purchasing hotspots, computers and digital content;
- establishing mobile digital labs;
- enhancing workforce development and jobseeker programing; and
- ensuring training and technical support for libraries, including to assist with the safe handling of materials.

Funding must be used by September 30, 2022.
Updates will be shared by ALA at http://www.ala.org/advocacy/american-rescue-plan-library-relief, by IMLS at https://www.imls.gov/coronavirus-covid-19-updates, and through individual state library agencies as more information is available.

Emergency Connectivity Fund
Public libraries will be eligible to apply for the new $7.17 billion Emergency Connectivity Fund (ECF) through the FCC's E-rate program. While funds will be distributed through the E-rate program, the rules

will not be exactly the same as the regular program. Participating libraries, for instance, will receive **100% reimbursement** through the fund, rather than the usual discount matrix, and some costs incurred during the pandemic in 2020 might be eligible for reimbursement. Devices like hotspots, laptops and tablets also are likely to be eligible for funding. The FCC is required to promulgate the rules for this new program within 60 days, so has issued a [Notice of Proposed Rulemaking](#) with public comments due by April 23. ALA will file comments with the FCC in this proceeding building on previous comments supporting a petition to use E-rate funding to close the "homework gap." www.ala.org/advocacy/erate.

Research also is underway to outline diverse and innovative library approaches to improving broadband access and use to provide a menu of options that could be adopted and/or scaled by public libraries through the ECF. Public libraries generally receive between 5% and 10% of E-rate funding, which would equal $350-$700 million for public libraries if they apply at a similar rate.

It is anticipated that there will be a 30-day application window, likely before June 30, 2021.

State and Local Funding
ARPA includes a massive influx – more than $360 billion – of emergency assistance to state, local and tribal community governments. This influx is intended to offset potential cuts to public health, safety, education, and library programs. For states facing less dire economic conditions, ARPA funds present an opportunity for innovative new programs and resources. Approximately 60 percent of the $360 billion will go to states, with 40 percent going to local and tribal governments.

Many public libraries received funding last year through CARES Act funding distributed at the state and local level (as well as through the IMLS CARES Act funding), and this will almost certainly be true with ARPA funding, as well.

Local government associations are sharing information about this emergency assistance, including the [National League of Cities](#) and the [National Association of Counties](#). ALA also hopes to offer information and resources to assist state library chapters and local libraries in advocating for these funds.

Other funding
Additional program funding is available through the National Endowments for the Arts and Humanities (including direct grants eligible to libraries), through Head Start, and for state-level afterschool and summer programs.

A summary of all ARPA funding opportunities for libraries is available [here](#).

TO: PLA Board of Directors
RE: Family Engagement
DATE: February 23, 2021

ACTION REQUESTED/INFORMATION/REPORT:
     Action Requested
ACTION REQUESTED BY:
     Ashley Brown and Jo Giudice, co-chairs, Family Engagement Task Force
DRAFTS OF MOTIONS:
It is hereby resolved that:
1) the PLA Board of Directors dissolves the PLA Family Engagement Task Force and replaces it with the PLA Committee on Family Engagement; and
2) the charge, work, composition, and origin of the Committee be revised as follows (see mark-up page 3), including the addition of 3 new liaison positions to represent ALA's youth divisions; and
3) the membership and terms of the current Task Force be transitioned without change to the new Committee.

BACKGROUND
The PLA Family Engagement Task Force was established in 2015, with the charge of exploring partnerships and considering resources to be developed to help public libraries learn about and implement successful family engagement practices. Inspiration for the committee came from the Every Child Ready to Read initiative, which teaches parent/caregiver engagement in early literacy, and movements in the educational and early childhood systems to increase parent involvement and create effective partnerships with parents and community organizations to support student success. The potential for public libraries to be valuable partners in the family engagement ecosystem and to focus on lifelong learning motivated PLA to establish the Task Force and develop new products and programs.

During the first two cycles of the Task Force (2015-2017 and 2017-2019), it was chaired by Clara Bohrer, chair of the PLA advisory committee to our IMLS early literacy research grant, and Kathleen Reif, past chair of the Every Child Ready to Read (ECRR) committee. Since 2019, the Task Force has been chaired by Ashley Brown, Engagement and Outreach Librarian at the Auburn (Ala.) Public Library, and Jo Giudice, Director of the Dallas (Tex.) Public Library.

ACCOMPLISHMENTS
During its six-year tenure, the Task Force has been very productive. Accomplishments include:
- producing *Public Libraries: A Vital Space for Family Engagement* (August 2016) and *Ideabook: Libraries for Families* (December 2016)
- developing the Libraries Transform Family Engagement toolkit
- creating a customizable bookmark and poster to remind parents of the important role they play in their children's education, currently available for sale through the ALA store
- presenting webinars and conference programs over 30 times to audiences of public librarians, educators, advocates and others (see presentation history, attached)
- developing and executing the Advancing Family Engagement in Public Libraries professional development series in 2020, PLA's first virtual classroom series, which engaged 60 librarians from 30 libraries and will be repeated with two more cohorts in 2021 and 2022

- leading library efforts to understand and offer programming on computational thinking via webinars, conference programs and the white paper Making the Connection: Computational Thinking and Early Learning for Young Children and Their Families published in Public Libraries magazine
- securing a 2020-2021 IMLS National Leadership planning grant to conduct the project Exploring a Program Co-Design Approach to Better Serve and Engage Low-income, Latinx Communities
- managing partnerships, including responding to inquiries and proactively reaching out, with many parent and education groups. Over the life span of the Task Force, PLA connected with groups such as the Council of Chief State School Officers, the National Center for Families Learning, the National Head Start Association, the National Association for Family, School and Community Engagement, the Institute for Educational Leadership, the New England Museum Association, WGBH Boston, PBS Kids, the Goodling Institute for Research in Family Literacy, Zero to Three, the AT&T ScreenReady program, and others

RECOMMENDATIONS FOR BOARD ACTION
Task Force co-chairs and members believe there is substantial work needed to continue to promote family engagement to public librarians. There is potential to continue and expand our educational programs, such as the Advancing Family Engagement series, which will both educate the field and generate revenue for PLA. We have started to more deeply explore specific issues and angles in family engagement (such as computational thinking, engaging Latinx community members, and digital citizenship) and can continue to explore these and others for potential products and programs. We are developing a reputation for PLA and public libraries with partners such as the National Center for Families Learning and Zero to Three and need to continue to connect with and educate partners in the education, early childhood, and social services fields.

In discussing this request, the Task Force noted that issues related to child and youth services have been routinely directed to its members and staff, regardless of whether they relate to family engagement or family literacy. With the dissolution of the joint PLA/ALSC Every Child Ready to Read Committee in 2019, PLA has no other home or initiative for youth services. Many issues can be referred to the ALA youth divisions, but sometimes they lack interest or time to engage with a promising opportunity. In other instances, the Task Force and staff feel compelled to engage because the issues have come directly from PLA members to PLA as their organizational home. The Task Force does not want to pass on promising opportunities for PLA/ALA and wants to be responsive to PLA members working in youth services, however they need to focus on their family engagement charge and lack capacity to do more. As a step toward addressing the situation, the Task Force is asking the board to expand its composition to include three liaisons from the American Association of School Librarians (AASL), the Association for Library Service to Children (ALSC), and the Young Adult Library Services Association (YALSA). These members will serve as direct links to the youth divisions, with the charge of representing them and bringing information back and forth. This formalized, member-to-member communication will improve coordination and information sharing without creating a new entity or initiative.

Therefore, we are recommending the PLA Board of Directors dissolve the PLA Family Engagement Task Force and replaces it with a standing PLA committee; retain the existing charge (with minor updates); expand the composition such that the three youth divisions will be asked to appoint liaisons; and retain the current membership, with the expectation that current members will complete their terms (through June 30, 2021) and the new committee would be included in PLA's routine committee appointment process when it begins in the spring of 2021.

PLA Committee on Family Engagement ~~Task Force~~
Charge and Work

To explore partnerships and consider resources to be developed to help public libraries learn about and implement successful family engagement practices. The ~~Task Force~~Committee will report to the PLA Board of Directors at least twice per year. ~~After two years, the Board will review the work of the Task Force and will recommend its continuation, whether it should be sunset, or whether a standing committee should be created~~.

Deliverables and outcomes:
- Promote and continue to expand on PLA's family engagement framework and program models as published in the 2016 *Ideabook: Libraries for Families*
- Provide tools to public libraries to promote their family engagement vision and services to educators, families, and government leaders such as the Libraries Transform Family Engagement Toolkit
- Create an assessment process for public libraries to evaluate family engagement at the public library strategy, funding, partnerships and programming levels and develop action plans
- Educate the public library field about family engagement via ALA conference presentations and development of a library in-service toolkit and potential speakers bureau
- Identify and/or develop model programming for public libraries for families with children of all ages
- Connect with professionals in the government, education, early childhood, social service and other sectors about the potential of public libraries
- Positively impact the number of U.S. libraries that incorporate family engagement into their strategic vision, leverage partnerships and funding at the community level to support family engagement, and improve youth and adult programs to better promote parental involvement in children's education

Expected time commitment:
- Attend ALA ~~Midwinter Meeting and ALA Annual Conference~~national conferences (4 hours/year plus travel time)
- Attend virtual meetings scheduled every 1–2 months (6–10 hours/year)
- Participate on project subcommittees as assigned (variable)
- Review and respond to emails and ALA Connect messages (2–3 hours/year)
- Provide subject matter expertise on priority projects (12 hours/year)
- (Optional) Attend national meetings of education/early childhood/family-serving professionals to present about partnering with public libraries for family success (variable)

Desired skills, knowledge, or experience:
- Familiarity with the family engagement movement in the early childhood and education sectors and knowledge of how caregiver involvement in children's education leads to better educational and economic success
- Ability to advise PLA about public library family engagement strategies, from the library director, children's or youth services, and/or adult services perspectives (expertise at all levels is needed)
- Skills in writing and program development in order to help take the Task Force's vision from idea to product stage

Composition

~~Appointed by the President, 1 chair and up to 10 members. The project is scheduled for a 2 year term.~~
Up to fifteen (15) members, which includes:
- One (1) chairperson or two (2) co-chairpersons with one-year terms
- Up to ten (10) members, and no fewer than five (5), with two-year terms
- Up to three (3) liaisons, one each appointed by the American Association of School Librarians (AASL), the Association for Library Service to Children (ALSC), and the Young Adult Library Services Association (YALSA)

Origin

Created as a Task Force by the Board of Directors at its May 2015 meeting and approved as a standing committee at its March 2021 meeting.

PLA Family Engagement Task Force
Presentation History
Updated December 2020

2016

PLA 2016 Conference, Denver, CO
- Library Leadership for Family Engagement, April 8, 2016 (Margaret Caspe, Lorette McWilliams)

ALA 2016 Annual Conference, Orlando, FL
- Family Engagement in Public Libraries Is Valued, But There Is Work To Be Done, June 26, 2016 (Clara Bohrer, Margaret Caspe, Carolina Buitrago, Scott Allen)

2016 National Center for Families Learning (NCFL) conference, Detroit, MI
- Promoting Family Engagement in Anywhere, Anytime Learning, October 2016 (Clara Bohrer, Margaret Caspe, Barb Macikas)

PLA webinar
- A New Approach to Building Family Engagement Pathways: The 5Rs Framework, December 2016 (Margaret Caspe, Lesley Graham, Michelle Jeske)

2017

ALA 2017 Midwinter Meeting, Atlanta, GA
- Enhancing Public Library Programs Through a Family Engagement Framework, January 21, 2017 (Margaret Caspe, Jo Giudice, Judy Nelson, Maren Ostergard)
- Improving Federal and State Policy to Support Family Engagement in Libraries, January 21, 2017 (Scott Allen, Margaret Caspe, Larra Clark, Johanna Pringle)

IMLS-funded symposium at USS Constitution Museum, Boston, MA
- Engaging Families in Museums and Libraries, September 22, 2017 (Kathleen Reif)

2017 National Center for Families Learning Conference, October 9-11, 2017, Tucson, AZ
- Every Child Ready to Read's Impact on Communities (Judy Nelson, Maren Ostergard),
- Engaging Families: STEM Learning Through Libraries (Scott Allen, Margaret Caspe, Toni Garvey, Angela Hubbard)
- Public Libraries: Vital Family Engagement Partners (Scott Allen, Margaret Caspe, Jo Giudice)

2018

PLA 2018 Conference, Philadelphia, PA
- ECRR and Family Engagement: Positive Impacts for Libraries and Communities, March 24, 2018 (Clara Bohrer, Susan Neuman, Donna Celano)

National Convening on Partnerships between School Districts and Public Libraries organized by Library Journal/School Library Journal, Omaha, NE
- Stronger Together: Building Literacy-Rich Communities, May 11, 2018 (Larra Clark)

ALA 2018 Annual Conference, New Orleans, LA
- Public Libraries: Leading Communities in Family Engagement, June 24, 2018 (Scott Allen, Jo Giudice, Amanda Courie)
- Family Engagement Initiative: Resources for Encouraging Families to be Active in their Children's Learning and Development (News You Can Use), June 25, 2018 (Scott Allen, Judy Nelson, Maren Ostergard)

5th Annual National Community and Family Engagement Conference, Institute for Educational Leadership, Cleveland, OH
- Public Libraries: Vital Partners In Family Engagement, July 12, 2018 (Felton Thomas, Scott Allen)
- Early Learning and Literacy in Public Libraries, July 13, 2018 (Pamela Jankowski, Emily Stupica)

2018 National Center for Families Learning Conference, Fort Lauderdale, FL
- Innovative Programming Beyond Library Walls, September 25, 2018 (Liz Atack, Klem-Mari Cajigas, Jo Giudice, Pam Jankowski, Ellin Klor, Kelvin Watson, Emily Sedgwick, Scott Allen)

National Head Start Association's 2018 Parent and Family Engagement Conference, Orlando, FL
- Public Libraries: Vital Partners in Family Engagement, December 19, 2018 (Clara Bohrer, Scott Allen)

2019

Illinois Library Association's Illinois Youth Services Institute, Bloomington, IL
- Leadership, Support Services and the 5 R's: A Family Engagement Framework for Public Libraries, March 19, 2019 (Amber Creger, Scott Allen)

Reach Out and Read National Forum, November 2019 (Clara Boher)

2020

PLA 2020 Conference, Nashville, TN
- Family Engagement Starts at the Top: Library Leadership for Family Engagement, February 25, 2020 (Scott Allen, Liz Atack, Caleb Gainey, Jo Giudice, Randy Heath)

Zero to Three Webinar
- Public Libraries: Vital Partners in Family Engagement, March 4, 2020 (Liz Atack, Marie Pyko, Scott Allen)

National Association for Family, School and Community Engagement Webinar
- Engaging Families Through the Coronavirus Pandemic: National Organizations Share Their Plans, March 28, 2020 (Scott Allen)

Advancing Family Engagement in Libraries Professional Development Series
- What is Family Engagement? And the Case for Family Engagement in Libraries, Tuesday, April 14, 2020 (Ashley Brown, Emily Sedgwick)
- Reach Out and Raise Up, Tuesday, May 12, 2020 (Ashley Brown, Amber Creger)

- Reinforcing Family Actions to Support Learning: The Early Years and School-Age Children, Tuesday, June 16, 2020 (Ashley Brown, Claudia Haines)
- Reinforcing Family Actions to Support Lifelong Learning and Relating, Tuesday, July 14, 2020 (Ashley Brown, Alison Barney)
- Promoting Your Family Engagement Vision to the Community and Reimagining Partnerships, Tuesday, August 11, 2020 (Ashley Brown, Marie Pyko)
- Leadership and Support Services, Tuesday, September 15, 2020 (Ashley Brown, Mary Ellen Icaza)
- Applying What You've Learned, October 20, 2020 (Ashley Brown, Jo Giudice)
- Wrap Up and Assessment Session, December 15, 2020 (Ashley Brown, Marie Pyko, Sara Goek)