**TO:** PLA Board of Directors

**FROM:** PLA Staff

**RE:** **Reports from PLA committees, advisory groups and task forces**

**DATE:** October 9, 2018

**ACTION REQUESTED/INFORMATION/REPORT:** Report

**ACTION REQUESTED BY:**

**DRAFT OF MOTION:**  N/A

**OVERVIEW**

PLA solicits status reports from its committee chairs twice yearly. This will ensure that the Board has an opportunity to review the work of the committees.

We asked chairs to provide a report that is high level and provides a brief overview and indicated it does not need to be nor is it intended to be an exhaustive list of activities. Instructions and form are [here](http://www.ala.org/pla/about/workingwith/boardreport). Certain committees are excused from this process. These include award juries as well as the PLA Budget and Finance Committee.

The following represent the reports we have received as of today’s date.

Submitted on Tuesday, August 28, 2018 | Report submitted by: Annual Conference Program Subcommittee (2018)

This report represents work done: April–August

Committee/group name: Annual Conference Program Subcommittee (2018)

Chair name: Kevin A. R. King

Chair e-mail address: [kevink@kpl.gov](mailto:kevink@kpl.gov)

Staff liaison (if applicable): Angela Maycock

Date submitted: Tue, 08/28/2018

**Please provide key accomplishments since last report to the Board**: The Subcommittee was the first to use ALA new conference planning tool and selection process. I attended a phone meeting with my counterparts from other divisions and advocated for an open submission process, when what was being proposed was closed. This would allow for the knowledge and expertise of the subcommittee to identify speakers and select the best possible programs.

**Please list key accomplishments planned for the balance of the year**: The subcommittee approached the selection process quite differently from year's past. Not only did we have to learn the new tool, but we also made an effort to meet as much as possible to discuss our direction and approach to the process. It was important to me that the committee devoted as much time as possible to reviewing their assigned submissions, but also the hot topics in our profession. The final discussion to select the programs from over the 100 submissions, was not only professional but also efficient because the team was prepared. It certainly helped to schedule time to discuss the third of the submissions that rose to the top and then do the work to pick the final winners.

**Does the group have any specific policy recommendations to the Board and/or recommendations or ideas with financial impact for PLA?** The team would like to suggest that PLA make it a practice to formally thank the library professionals for presenting at the conference. This can take the form of "thank you" cards from the subcommittee (which we did this year) and PLA Board. We also thought that a small care package with PLA swag would be appropriate. We want PLA to be held up as not only a division that is classy, but also cares about the time an effort made by its members.

**Describe (briefly) how your group's work is tied to a specific goal/objective of the PLA Strategic Plan**: Although the current plan had not yet been adopted, the subcommittee was familiar enough to make sure we were considering programs that fit into the PLA Strategic Plan. I recommend that future versions of this committee are forced to become familiar with the plan before choosing programs for the Annual Conference. This will ensure that our programming is living up to what we believe in.

**Do you have any suggestions for future products or resources (excluding conference programs) to be developed based on your group's work?** If the process could be worked out that program decision making can happen at a conference, that would be beneficial. We were able to make it happen over the phone, but nothing beats hashing out what makes a great conference face to face. I was lucky to have a very involved and passionate group, but that doesn't happen every year.

**Are there other PLA/ALA committees your group might collaborate with to benefit the work of all?** I was serving on the PLA Conference Program Subcommittee at the same time, and I would definitely recommend that either the two groups work together or you have members on both committees. This allowed us to better plan the program slate for both PLA Conference and Annual.

**Have there been any issues related to meeting participation/attendance for any of the group's members?** Yes

Submitted on Friday, August 24, 2018 | Report submitted by: Digital Literacy Committee

This report represents work done: April–August

Committee/group name: Digital Literacy Committee

Chair name: Monica Dombrowski

Chair e-mail address: [monicad@sycamorelibrary.org](mailto:monicad@sycamorelibrary.org)

Staff liaison (if applicable): Scott Allen

Date submitted: Fri, 08/24/2018

**Please provide key accomplishments since last report to the Board:**

1) Held 5 conference calls to discuss committee business and projects.

2) Presented session, “The Accidental Trainer: Teaching Technology in the Modern-Day Public Library,” at PLA 2018 and PLA 2018 Virtual Conference.

3) Presented session, “PLA’s DigitalLearn: New Course Topics, New Partnerships, and New Ways to Engage Your Community,” at ALA Annual 2018.

4) Began mapping new PLA Strategic Priorities to committee projects to insure alignment.

5) Met at ALA Annual to discuss current and upcoming projects.

6) Provided feedback on new eLearning courses (online health information, applying for jobs) for DigitalLearn.org.

7) Began creating branding collateral to use in committee presentations, articles, and other marketing tools.

8) Created Google folder and email address for committee to be used for storing information and official correspondence.

9) Added two additional members after speaking at the above conferences. Had several others express interest.

**Please list key accomplishments planned for the balance of the year:**

1) Create strategic plan for committee based on PLA’s strategic plan.

2) Finish mapping new PLA strategic priorities to committee projects to insure alignment.

3) Complete work on Digital Literacy Basics presentation for conferences.

4) Set up Digital Literacy Internship “pilot” between committee and Dominican University, to increase PLA capacity for updating and creating new courses.

5) Scope development of a Digital Literacy Roadshow that could be offered as an all-day workshop.

**Does the group have any specific policy recommendations to the Board and/or recommendations or ideas with financial impact for PLA?** If “Roadshows” are developed (see below) this would require dedicated PLA staff capacity, but it is not yet determined who or how much.

**Describe (briefly) how your group's work is tied to a specific goal/objective of the PLA Strategic Plan:** We are currently mapping all existing and future projects to the new PLA strategic priorities. We expect to complete this project by October 1st.

**Do you have any suggestions for future products or resources (excluding conference programs) to be developed based on your group's work?** We are currently scoping a Digital Literacy Roadshow that could be offered to individual libraries, consortia, area interest groups, state libraries, or as a workshop at conferences.

**Are there other PLA/ALA committees your group might collaborate with to benefit the work of all?** We recognize that a barrier to increasing digital literacy (and more) is that many public librarians lack teaching and instructional design skills. We discussed collaborating with ACRL and YALSA to create a mentoring program for librarians who teach to work with public librarians. We also believe it could be useful to collaborate and create a set of digital literacy standards for public libraries because ACRL and YALSA each have their own set of literacy standards, as does IMLS. In addition, we want to promote the resources to the Association of Specialized and Cooperative Library Agencies (State libraries and consortia).

**Have there been any issues related to meeting participation/attendance for any of the group's members?** Yes

Submitted on Tuesday, September 11, 2018 | Report submitted by: Family Engagement Task Force

This report represents work done: April–August

Committee/group name: Family Engagement Task Force

Chair name: Clara Bohrer

Chair e-mail address: [bohrercn@wblib.org](mailto:bohrercn@wblib.org)

Staff liaison: Scott Allen

Date submitted: Tue, 09/11/2018

**Please provide key accomplishments since last report to the Board:**

• A program (“Public Libraries: Leading Communities in Family Engagement,” Sunday) and a News You Can Use session (“Family Engagement Initiative: Resources for Encouraging Families to be Active in their Children’s Learning and Development,” Monday) at the 2018 Annual Conference. The program had 122 attendees (third highest of PLA’s 13 programs) and received good evaluations, and the NYCU session was only slightly smaller.

• Two presentations, on family engagement and early literacy, at the 5th Annual National Community and Family Engagement Conference, July 11-13, Cleveland, OH.

• Completion of the Libraries Transform Family Engagement toolkit, including new “Because” statements and data points about family engagement.

• Endorsement and distribution of Leading Family Engagement in Early Learning: The Role of State Library Administrative Agencies with the Global Family Research Project (GFRP) and COSLA.

• Two meetings during the 2018 Annual Conference, for general business and a working session to brainstorm about a family engagement assessment process for libraries.

• Continued promotion of our two publications, Public Libraries: A Vital Space (August 2016) and Ideabook: Libraries for Families (December 2016). As of August 2018, 2,747 people had downloaded the Ideabook.

**Please list key accomplishments planned for the balance of the year:**

We will continue discussions with consultants (GFRP and others TBD) to contract for development of a library assessment toolkit and an inservice educational presentation respectively. We may do webinars or other outreach to promote the joint report about state library agencies with GFRP and COSLA.

PLA is cosponsoring a webcast, Innovative Programming Beyond Library Walls, with the National Center for Families Learning on September 25, 2018.

Speakers include PLA members Jo Giudice, Kelvin Watson and others along with Scott Allen.

**Does the group have any specific policy recommendations to the Board and/or recommendations or ideas with financial impact for PLA?** Not at this time.

**Describe (briefly) how your group's work is tied to a specific goal/objective of the PLA Strategic Plan:** The Task Force is focused under PLA’s Transformation goal. We are helping to “define and support the transition of public libraries to become more responsive to . . . community needs” and share best practices. Our work also addresses a key objective under the Leadership goal, as it will “support public library staff in the shift from a library-centered to a community-centered approach, through PLA trainings and resources.” Our work also helps PLA address the new goal and objectives on Equity, Diversity, Inclusion and Social Justice, given that low income and underserved families often lack access to community-based early-childhood, afterschool and summer learning programs and not only rely on public libraries for such programs, but use public libraries at a high rate compared to other community services.

**Do you have any suggestions for future products or resources (excluding conference programs) to be developed based on your group's work?** Ideas for future products which we continue to discuss include: speaker’s kits and staff inservice toolkits; “organizational change” resources like internal assessment tools, model job descriptions, and sample strategic plan language; and expanded program ideas or even model program toolkits, particularly that focus on older children or STEM or media programs.

**Are there other PLA/ALA committees your group might collaborate with to benefit the work of all?** The Task Force’s work is most closely related to Every Child Ready to Read’s oversight committee. We are actively considering how to keep PLA’s work around ECRR moving forward and have tentatively agreed to establish an ECRR subcommittee of the Task Force.

**Have there been any issues related to meeting participation/attendance for any of the group's members?** No

Submitted on Monday, July 30, 2018 | Report submitted by: Leadership Development Committee

This report represents work done: April–August

Committee/group name: Leadership Development Committee

Chair name: Christopher Platt

Chair e-mail address: [christopherplatt@nypl.org](mailto:christopherplatt@nypl.org)

Staff liaison (if applicable): Mary Hirsh (until perm is assigned)

Date submitted: Mon, 07/30/2018

**Please provide key accomplishments since last report to the Board:**

1. Leadership Academy workshop review

On Friday, June 22, 2018, PLA hosted a select group of practitioners in a facilitated conversation regarding skills and behaviors for leaders in order to update the model going forward. Of the current committee, Renee, Mary and Christopher participated.

Mary & Christopher recapped the workshop for the committee and as a result the group engaged in thoughtful and robust conversation around many of the issues that came up in the workshop.

2. Public Libraries “Where Are They Now?” Article on Leadership Academy Graduates

The interview drafts are complete. Renee DiPilato edited into an article

which committee members reviewed and updated. The article draft has now

been submitted to K Hughes at PLA for next steps.

3. New program proposals for ALA Annual: We discussed a few approaches and concluded the following :

3.1 Panel discussion on Values and Authentic Leadership How does one define one’s values?

What is authenticity in a leadership framework?

How do values and authenticity work together to support effective leadership, and in what situations do they come into conflict?

Potential panel members: Sandra Nelson, Sharon Lawrence, someone from Harwood

3.2 Panel discussion on Cross-Sector Learning/Training/Relationship-Building

How do Library Leaders better understand and ally with stakeholders from other sectors of government?

How do we convince those stakeholders we can and do play a role in their remit?

How do we speak their language?

**Please list key accomplishments planned for the balance of the year: Leadership Academy Workshop Followup:** PLA will work with the workshop facilitator Adam Goodman to synthesize the work and share with stakeholders, including this committee, over the summer for further feedback (C Platt and R DiPilato participated in webinar on 7 26 18).

Where Are They Now Article: Article submitted for editing to K Hughes, will work with her on any remaining editing to be completed.

Program proposals: Committee members are assigned to get program proposals submitted by the late August due date.

**Does the group have any specific policy recommendations to the Board and/or recommendations or ideas with financial impact for PLA?** None that we have discussed.

**Describe (briefly) how your group's work is tied to a specific goal/objective of the PLA Strategic Plan:** Our committee's work as reflected in our participation in the leadership workshop, the drafting of an article celebrating the progress of past Leadership Academy participants, and program proposals on relevant and tough leadership issues demonstrate our support of the Leadership goal of the PLA Strategic Plan.

**Do you have any suggestions for future products or resources (excluding conference programs) to be developed based on your group's work?** I think it would be great for all current and past participants of the Leadership Academy (and its related incarnations) to periodically contribute to a central repository how their own leadership trajectory has progressed and the academy benefited their work/career. Perhaps a check in once every 2 years for a decade or something so they can be an example and inspiration for others. This would also help illustrate non-traditional paths.

**Are there other PLA/ALA committees your group might collaborate with to benefit the work of all?** Llama committees?

**Have there been any issues related to meeting participation/attendance for any of the group's members?** No

Submitted on Friday, August 10, 2018 | Report submitted by: Legislation and Advocacy Committee

This report represents work done: April–August

Committee/group name: Legislation and Advocacy Committee

Chair name: Nicolle Davies

Chair e-mail address: [daviesn@ccpl.org](mailto:daviesn@ccpl.org)

Staff liaison (if applicable): Larra Clark

Date submitted: Fri, 08/10/2018

**Please provide key accomplishments since last report to the Board:**

Charge has changed from Legislation & Advocacy to Advocacy & Strategic Partnerships

• Dropped legislation in charge because ALA Washington Office focuses on legislation

Presented 4 organizations for PLA Board to review

• PLA Board felt this was good direction for Committee to take

• Figuring out what the levels are, also based on regional locations

• Statewide & locally – who is connected to those organizations

• How to help libraries build those relationships at all levels

What structure we’re building and how it’s going out to the entire organizations?

• Looking at who the top partners are to focus on

• ICMA, National Association of Counties, Chamber of Commerce

• PLA’s responsibility to figure it out

• Committee was thinking about partnerships at the PLA level, not individual library level

Needs to be filtered down to membership by PLA

PLA’s/Board’s responsibility to give direction where we go from there

**Please list key accomplishments planned for the balance of the year:**

Partnership stories of success – good place for committee to go next

• Larra to figure out which organizations

• Committee can come up with case studies

**Does the group have any specific policy recommendations to the Board and/or recommendations or ideas with financial impact for PLA?** Specific proposal about partnership orgs was reviewed by the PLA Board and adopted. No further recommendations at this time.

**Describe (briefly) how your group's work is tied to a specific goal/objective of the PLA Strategic Plan:** We believe our recommendation to establish intentional partnerships with the four organizations helps to further PLA's goal of public library advocacy and influencing perceptions of public libraries. We believe aligning with outside agencies will increase awareness and strengthen perceptions of public libraries among key audiences and stakeholders. We also believe this will positively influence future advocacy efforts.

**Do you have any suggestions for future products or resources (excluding conference programs) to be developed based on your group's work?** Not at this time

**Are there other PLA/ALA committees your group might collaborate with to benefit the work of all?** Not at this time

**Have there been any issues related to meeting participation/attendance for any of the group's members?** No

Submitted on Monday, September 3, 2018 | Report submitted by: Measurement, Evaluation and Assessment Committee

This report represents work done: April–August

Committee/group name: Measurement, Evaluation and Assessment Committee

Chair name: Linda Hofschire

Chair e-mail address: [lhofschire@gmail.com](mailto:lhofschire@gmail.com)

Staff liaison (if applicable): Emily Plagman

Date submitted: Tue, 09/04/2018

**Please provide key accomplishments since last report to the Board:**

Key accomplishments of the MEAC between April-August 2018 include the

following:

1 - Virtual meeting in April 2018 to test the proposed process for considering existing question changes to Project Outcome measures by discussing changes to the "digital resources" term on the digital learning survey. Ultimately, the committee decided not to change this term.

2 - Meeting in June 2018 at ALA Annual that included the following

activities: Reviewed the Public Library Data Service 2017 results and confirmed that facilities would be the 2018 special section topic; formed subcommittees to work on the 2018 special section and discuss the future of the PLDS; reviewed the process for considering existing question changes to Project Outcome measures and new topics; the committee determined that it is open to considering new topics.

3 - Virtual meeting of 2018 special section subcommittee in July 2018 to develop a plan for reviewing and updating the facilities special section.

**Please list key accomplishments planned for the balance of the year:**

1 - The 2018 special section subcommittee will draft the facilities special section, request feedback from the committee, and finalize the special section.

2 – In conjunction with Counting Opinions, the committee will finalize the

2018 PLDS.

3 - The subcommittee considering the future of the PLDS will meet virtually to determine tasks and timelines.

4 - In conjunction with PLA staff, the committee will add a new Project Outcome survey topic - health.

**Does the group have any specific policy recommendations to the Board and/or recommendations or ideas with financial impact for PLA?** No.

**Describe (briefly) how your group's work is tied to a specific goal/objective of the PLA Strategic Plan:** The MEAC's work is closely tied to the Transformation Goal, Objective 4 - Increase the number of libraries using meaningful and actionable measurements to understand and expand their community impact. The MEAC reviews, analyzes, and recommends measures, techniques, and data-related activities that will help strengthen and advance the public library field in providing services and programs to its patrons as well as communicating the value of libraries to internal and external audiences.

**Do you have any suggestions for future products or resources (excluding conference programs) to be developed based on your group's work?** No.

**Are there other PLA/ALA committees your group might collaborate with to benefit the work of all?** ACRL's Project Outcome for Academic Libraries Task Force Committee on Research and Statistics

**Have there been any issues related to meeting participation/attendance for any of the group's members?** No

Submitted on Tuesday, September 4, 2018 | Report submitted by: Membership Advisory Group

This report represents work done: April–August

Committee/group name: Membership Advisory Group

Chair name: Christopher Warren

Chair e-mail address: [cwarren@auburnalabama.org](mailto:cwarren@auburnalabama.org)

Staff liaison (if applicable): Kara O'Keefe

Date submitted: Tue, 09/04/2018

**Please provide key accomplishments since last report to the Board:** During the Membership Advisory Group's meeting at ALA Annual, O’Keefe reported that, as of April 2018, PLA membership was at 9,655. This includes about 2,000 new members and the conference-year bump in March. As of right now, membership is at its highest level in the past five years, with a 20% increase over last year (a non-conference year) and a 6% increase over two years ago (a conference year). O’Keefe also reported that retention has been getting better, as PLA is doing more to reach more members beyond conference attendance. This includes ongoing initiatives and resources, such as Project Outcome, which have created stronger incentive to be join and/or remain a member even in a non-conference year.

**Please list key accomplishments planned for the balance of the year:** None at this time.

**Does the group have any specific policy recommendations to the Board and/or recommendations or ideas with financial impact for PLA?** The Membership Advisory Group has discussed a few recommendations with financial impact for PLA, including the following:

The Membership Advisory Group would like to explore hosting events that are more local or regional, although those in attendance were not sure what this would look like or how it could be cost effective.

The Membership Advisory Group recommends that PLA Implement a way to add membership while registering for the conference (i.e., the cost of registration automatically includes membership, so employers who pay for registration concurrently pay for an attendee’s membership).

The Membership Advisory Group recommends that we continue to host “happy hour” event at Midwinter. Attendance for Midwinter 2018 was so low (since it’s a conference year), so PLA did not host one. Those in attendance seemed open to bringing the happy hour event back in 2019, and to plan on hosting one in odd/non-conference years.

The Membership Advisory Group recommends that we continue to host the PLA breakfast at ALA Annual. Those in attendance at ALA Annual seemed open to possibly charging a nominal cost to incentivize those who add a ticket to their registration to actually attend.

**Describe (briefly) how your group's work is tied to a specific goal/objective of the PLA Strategic Plan:** The work of the Membership Advisory Group is tied to the PLA strategic plan's goal of Organizational Excellence, which states that "PLA is entrepreneurial, resilient, and successful in the sustaining and growing of resources to advance its mission and work."

**Do you have any suggestions for future products or resources (excluding conference programs) to be developed based on your group's work?** The Membership Advisory Group recommends leveraging many of PLA's existing resources (such as Public Libraries magazine) as ways to incentivize membership in PLA.

**Are there other PLA/ALA committees your group might collaborate with to benefit the work of all?** The PLA's Continuing Education Committee could provide insight into how access to webinars, workshops, and other professional development resources could be used to incentivize PLA membership.

**Have there been any issues related to meeting participation/attendance for any of the group's members?** No

Submitted on Tuesday, August 7, 2018 | Report submitted by: PLA 2018 Conference Program Subcommittee

This report represents work done: April–August

Committee/group name: PLA 2018 Conference Program Subcommittee

Chair name: Aurora Martinez

Chair e-mail address: [amartinez@morleylibrary.org](mailto:amartinez@morleylibrary.org)

Staff liaison (if applicable):

Date submitted: Tue, 08/07/2018

**Please provide key accomplishments since last report to the Board:**

Subcommittee members and PLA staff met at the ALA Annual Conference to discuss and review the 2018 PLA Conference. Conference attendee feedback and evaluation responses were analyzed, and ideas for improvements for 2020 were put forward.

**Please list key accomplishments planned for the balance of the year:** None.

**Does the group have any specific policy recommendations to the Board and/or recommendations or ideas with financial impact for PLA?** No.

**Describe (briefly) how your group's work is tied to a specific goal/objective of the PLA Strategic Plan:** The conference programming supports growth towards achievement of all areas of the PLA Strategic Plan, but especially Objective 3 under "Leadership": Encourage learning opportunities for all library staff through collaboration with library schools and support access to other types of learning available to library staff including CE, online courses, certificate programs and conferences.

**Do you have any suggestions for future products or resources (excluding conference programs) to be developed based on your group's work?** No.

**Are there other PLA/ALA committees your group might collaborate with to benefit the work of all?** None.

**Have there been any issues related to meeting participation/attendance for any of the group's members?** No

Submitted on Wednesday, August 29, 2018 | Report submitted by: Task Force on Equity, Diversity and Inclusion

This report represents work done: April–August

Committee/group name: Task Force on Equity, Diversity and Inclusion

Chair name: Richard Kong and Amita Lonial

Chair e-mail address: [rkong@skokielibrary.info](mailto:rkong@skokielibrary.info)

Staff liaison (if applicable): Scott Allen

Date submitted: Wed, 08/29/2018

**Please provide key accomplishments since last report to the Board:** Task force members contributed to the EDISJ (Equity, Diversity, Inclusion, and Social Justice)-related goal and objectives. These suggestions were accepted by the PLA Board during ALA Annual 2018.

Presented day long preconference at PLA 2018. Reviews of preconference overwhelmingly positive.

A subcommittee began planning for regional trainings offered starting in 2019. The basic content and other details (e.g., length of event, possible regions, facilitator) are in place, and we are working with PLA staff to take the next steps toward offering these learning opportunities to PLA members.

Using ALA Connect platform for dialogue and resource sharing.

**Please list key accomplishments planned for the balance of the year:** Partner with Government Alliance on Race and Equity (GARE) to deliver a webinar and conference sessions at Midwinter 2019 in Seattle. Looking to develop day long conference in the future.

Continue planning for regional trainings in 2019, establishing dates and locations.

**Does the group have any specific policy recommendations to the Board and/or recommendations or ideas with financial impact for PLA?** No

**Describe (briefly) how your group's work is tied to a specific goal/objective of the PLA Strategic Plan:** The group’s work is tied specifically to the new EDISJ goal and objectives in the recently revised PLA Strategic Plan for 2018-2022.

**Do you have any suggestions for future products or resources (excluding conference programs) to be developed based on your group's work?** No

**Are there other PLA/ALA committees your group might collaborate with to benefit the work of all?** No

**Have there been any issues related to meeting participation/attendance for any of the group's members?** Yes

Submitted on Tuesday, August 28, 2018 |Report submitted by: Web Content Working Group

This report represents work done: April–August

Committee/group name: Web Content Working Group

Chair name: Theresa Jehlik

Chair e-mail address: [tjehlik@omahalibrary.org](mailto:tjehlik@omahalibrary.org)

Staff liaison (if applicable): Steve Hofmann

Date submitted: Wed, 08/29/2018

**Please provide key accomplishments since last report to the Board:** The committee updated the Community Engagement & Outreach and Programming & Instruction sections of the website's Professional Tools sections. All the Professional Tools sections have now been updated since the site was launched in 2016 as an Emerging Leaders project.

At the ALA Annual June meeting in New Orleans, we decided our first goal was to develop a process to keep the website updated so that PLA members use it as their first choice for library information.

We also met with Monique leConge Ziesenhenne to brainstorm on recruiting new members to the group. A written job description was developed and given to Monique to use during her appointment process. A short article was also published in PLA e-news as a recruitment tool for new members.

**Please list key accomplishments planned for the balance of the year:**

• Review and revise the committee’s Charge List

• Create a process for refreshing the website’s content

• Create a method and timeline for updating content

• Determine how to keep the Initiatives Page updated

• Make connections with committees that have public-facing content on the website to update their content after each meeting.

• Professional Tools

• Review major categories to see what is and is not aging well

• Determine if want to break down some categories by age group for better accessibility

• Decide if we want to host YALSA content

• Create an Annual Plan to increase usage

**Does the group have any specific policy recommendations to the Board and/or recommendations or ideas with financial impact for PLA?** No

**Describe (briefly) how your group's work is tied to a specific goal/objective of the PLA Strategic Plan:** This group's work is tied to all the goals as we hope the website becomes the first point of contact for what's happening in the public library world and how PLA is supporting that work. Our vision is a usable, easy-to-access portal for needed information to help libraries find their place in their communities.

**Do you have any suggestions for future products or resources (excluding conference programs) to be developed based on your group's work?** No

**Are there other PLA/ALA committees your group might collaborate with to benefit the work of all?** Liaison to the ALA Information Technology Advisory Committee We hope to create a process where all PLA committees provide a refresh/update on their work and initiatives

**Have there been any issues related to meeting participation/attendance for any of the group's members?** No