****

**PLA Board of Directors Meeting**

**Virtual Meeting – 1:00-4:00 pm Central, May 6, 2022**

**Present:** Melanie Huggins, President; Michelle Jeske, Past President; Dr. Maria Taesil Hudson McCauley, President-elect; Directors-at-large: Erica Freudenberger, Toby Greenwalt, Amita Lonial, Candice Wing-yee Mack, Dara Schmidt; Stephanie Chase, ALA Division Councilor; Clara Bohrer, Fiscal Officer

**Absent:** Brandy McNeil

**Guest:** Larry Neal, ALA Executive Board

**PLA Staff:** Mary Davis Fournier, Executive Director; Mary Hirsh, Deputy Director; Kathleen Hughes, Manager, Publications; Melissa Faubel Johnson, Meeting and Special Events Planner; Samantha Lopez, Manager, Marketing and Membership Angela Maycock, Manager, Continuing Education

**Revised Agenda\***

**\*NOTE:** The items highlighted in yellow below were updated on May 5, 2022.

1. **Welcome and Introductions**, *Melanie Huggins, PLA President*
2. **EDISJ work,** *Maria McCauley, PLA President-elect*
* Board members reported their personal feelings as well as work they are doing in support of their organization’s EDI goals
* The Board encouraged PLA to consider more scholarships to engage more members from diverse backgrounds, and at different places in careers
* McCauley reminded the board the regular EDISJ reflection exercise is an opportunity for all of members to practice growing their own EDISJ aperture.
1. **Action Item:** Adoption of the agenda

The agenda was adopted as presented

**Consent Agenda Document Number**

1. *Organizational Excellence and Governance*
	1. Draft April 2022 Board Minutes 2022.27

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

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

President Huggins thanked the board for engaging with Operating Agreement Work Group co-chairs in April. Since the last meeting, Huggins participated on a panel with the North Carolina Library Association, focuses on sustaining partnerships. She also participated on a Florida Library Association panel discussing library innovation. Higgins will attend the upcoming ULC Lessons from the Field meeting in Cleveland. She submitted her final Public Library column, about Brittney K. Barnett and justice involved patrons.

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

McCauley has met with PLA executive director Mary Davis Fournier in preparation for assuming presidency. She is participating in virtual conference hosted out of Iran, pre-recorded with help from ALA and PLA. McCauley continues her work on ebook policy with digital equity group organized by PPA. She is working on similar issues in Massachusetts.

1. PLA Liaison to ALA Executive Board Update, *Larry Neal* 2022.27a

Neal directed the group the liaison report in the board packet, summarizing the actions and highlights from executive board meetings. There have been many questions about councilors registering for conferences, the executive of board feels that it is important to demonstrate support for organization. ALA is experimenting with hybrid modes, but it is a challenge to carry off all hybrid meetings. We are still working through new modes and models.

* It was suggested that Council consider a model PLA has adopted with small and rural libraries to support involvement of people who may not be able to afford or come from a place with institutional support. Neal agreed it was a good idea at both Council and the Executive Board. The focus on geography feels appropriate and he like to see something like this as a council discussion.
* Chase feels it is poor timing to require registration for virtual meetings while pandemic is ongoing, and council make up is up for discussion. These are important meetings which should have as many people there to vote as possible.
1. PLA Executive Director Report, *Mary* *Davis Fournier* no document
* Davis Fournier expressed pride over the successful PLA Conference and thanked the board for being such visible ambassadors to both attendees and exhibitors.
* PLA will welcome 5 new staff over the next month. Hiring managers are working on a cross training support plan and creating onboarding for new hires.
* Work related to the strategic plan refresh is advancing, and Fournier plans to present the refresh for approval at June meeting.
* The ATT minigrants application is open through June 10.
* Staff are regrouping on IF activities, following work in the spring.
* The Justice at Work online training is now available. The EDISJ committee was thanked for providing content feedback to position this as a relevant resource.
* Fournier is working on the FY23 budget. The next internal deadline is May 20, then the budget will go to B&F committee. ALA is requiring a $330,000 discretionary cut across all units and approximately $50,000 from PLA.
* Staff return to office will not be contemplated before September 2022.
* There have been a lot of staff departures, especially in CMO. All units have been asked to promote conference on social media, Fournier encouraged the board to amplify.
* The PLA Board schedule for annual is posted in Connect group. Most PLA meetings will be at the Marriott and the board meeting will be hybrid.
* PLA is working to schedule online meeting with public library councilors prior to annual.
1. FY21 Final Close Financial Update, *Clara Bohrer*
	1. FY21 Financial Narrative Report as of August 2021 2022.28
	2. FY21 Budget Report as of August 2021 2022.29a-d
* Bohrer has been working closed with Fournier and thanked her for her diligence in getting information in a timely manner
* In FY 21, PLA was budgeted to spend down $500,000. Due to ongoing pandemic shifts, only spent down $158,000. The bottom line is that our members saw value for their membership dollars in the pandemic year.
* The balance sheet report has been reformatted to make it easier to read.
* PLA retains a healthy fund balance, at least in theory.
1. FY22 First Quarter Financial Update, *Bohrer*
	1. FY22 Financial Narrative Report as of November 2021 2022.30
	2. FY22 Budget Report as of November 2021 2022.31a-d
* This report only covers first quarter of FY22. Accounting is working on a schedule, unsure of when we will see more current numbers
* Budget revenue set at $835,000. Very little of conference revenue is reflected in Q1 report so reported status should not cause concern.

Bohrer and Staff were thanked for providing such thorough reports.

Endowment interest in an emerging conversation. Each year, PLA has the option to take the interest and spend on a program or roll back into endowment. This decision rests with board, as long as ALA policy is followed. Fournier and Bohrer had discussed transferring endowment interest into Friends budget for scholarships, or other programmatic priorities.

According to BARC, first draft ALA FY23 budget was $4 million out of alignment. ALA is demanding that PLA and other division put interest in operating funds to cover the deficits. This decision was taken out of the PLA board’s hands, where it should be located. There is language in operating agreement about “meaningful consultation”, and PLA wants to be good partners. Bohrer plans to bring this up at the Operating Agreement work group meeting. She would like the Executive Board to understand this represents a change in practice.

The issue is the stakeholder management and relationships. Change in practice and policy should have been undertaken in consultation with divisions. Chase supported of sending a letter to the executive board. Jeske agreed.

Neal encouraged the PLA board to formally respond. There is new leadership and an emphasis on transparency at the executive board.

There were questions about how this will impact operations at PLA. Staff are still working on that analysis, should not impact positions.

PLA ED was encouraged to approach other divisions to issue joint letter. Motion to draft letter moved by Schmidt, seconded by Chase. The motioned passed. Goal to submit letter to ALA EB in advance of the May 17 executive board meeting.

The PLA Board will vote on FY23 budget in June, opportunity for additional action. Bohrer wants to revisit budget review schedule to happen in January so we can be more proactive and align meetings to reporting.

1. PLA 2022 Conference Report, *Fournier*, *Melissa* *Johnson,*

*Lian Drago, Angela Maycock* 2022.32

* Fournier commended PLA staff, particularly Melissa Johnson, Lian Drago, Angela Maycock, Steven Hofmann, Kathleen Hughes, Samantha Lopez, and Megan Stewart for the countless hours of work that went into making conference a success
* Revenue looks to be on track. The story is the success virtual conference, which grew exponentially.
* We have not received expense or revenue information yet, hope to have it from ALA finance for June meeting.
* In the evaluation, MDF called attention to number of attendees who had attendance supported by their library.
* It was suggested that PLA board members be engaged in exploring the local landscape to make attendees feel welcomed at future conferences.
* How To stage was a huge draw. ALA is looking to replicate at Annual.

Board members had questions about measuring impacts and understanding. The group also discussed the varied experiences and values of attendees and the important of making space for divergent views. It was suggested that PLA staff revise the review rubric to include a more detailed EDISJ approach for 2024. The Cultural Proficiencies Framework could be helpful in this work.

PLA staff is very open to learning and improvement to get to intended results and outcomes.

The PLA staff was again thanked for their work in a successful conference.

1. ALA Annual Conference, *Fournier* no document

Fournier pointed the Board the draft high level meeting schedule in the packet.

1. New Business, *all* no document

Chase brought up some governance activities. At a March special meeting, Council voted to use “Advisory”. Items that TAG brings to a vote in June, will be using “Advisory”. The change process will take multiple votes to change.

Councilors have indicated they like knowing PLA positions so there is value in meeting with Councilors in advance of Annual to reiterate stated positions and encourage public library councilors to speak up. Staff will draft talking points to aid this. Chase reported the Body as whole seems ready to move toward change.

With no other new business, the meeting was adjourned at 4:00pm central