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| **Association of College and Research Libraries**  Board of Directors Meeting II  ALA Annual Conference  Monday, June 24, 2019  1:30–4:30 p.m.  Washington Hilton, Rock Creek Meeting Room |

# Board II Proceedings - Draft

**Board:** Lauren Pressley, Karen Munro, Cheryl A. Middleton, Carolyn Henderson Allen, LeRoy Jason LaFleur, Faye A. Chadwell, April D. Cunningham, Emily Daly, Jeanne R. Davidson, Caroline Fuchs, Beth McNeil, Lori J. Ostapowicz-Critz, Mary Ellen K. Davis

**Not present:** Kelly Gordon Jacobsma

**Guests:** Jacquelyn A. Bryant

**Staff:** David Free, Kara Malenfant, Allison Payne, Mary Jane Petrowski

## 19.0 Call to order (Pressley)

ACRL President Lauren Pressley called the meeting to order at 1:33 p.m.

## 20.0 Opening remarks/review of ground rules (Pressley)

Pressley thanked the Board for their attendance and participation during their meetings at Annual.

## 21.0 Adoption of Agenda II (Pressley)

The Board agreed to discuss effective virtual meeting practices during agenda item 28.0 New Business.

The Board approved its agenda.

## 22.0 Budget and Finance (Allen)

### 22.1 FY19 3rd Quarter Report #6.0, #6.1, #7.0

ACRL Budget and Finance Chair Carolyn Henderson Allen began the third-quarter report discussion by sharing that the ACRL 2019 Conference in Cleveland, Ohio was a financial and programmatic success. Net revenues for the conference were better than budgeted but are not projected to exceed budgeted net as much as in previous years.

Allen reported that that there is a planned year-end deficit of about -$550,000. The ACRL long-term investment (LTI) fund ended the third quarter at just over $5 million. ACRL has budgeted to receive the LTI appreciation at the end of FY19.

The Choice third-quarter report had a larger than planned deficit due to writing off the Open Choice project, which will not continue. Print advertisements have decreased, but Choice staff are working on developing new products to offset revenue losses.

### 22.2 ACRL Friends Fund (Allen/Petrowski) #28.0

Budget & Finance Chair Carolyn Allen reported to the Board that to further underscore ACRL’s core commitment the Budget & Finance Committee recommended to the Board to expand the definition of ACRL’s advancement fund.

***Motion:*** *ACRL Budget and Finance Chair moved that the ACRL Board of Directors approves revising the purpose of the ACRL Friends Advancement Fund as shown below:*

*The ACRL Advancement Fund broadly supports the activities of ACRL with a focus on initiatives and programs that advance the priorities, goals, and core commitment of the division. This includes programs and initiatives that strengthen ACRL’s influence in higher education and research and dedication to creating diverse and inclusive communities in the Association and in academic and research libraries.”*

***Action:*** *The ACRL Board of Directors approved revising the purpose of the ACRL Friends Advancement Fund as shown below:*

*The ACRL Advancement Fund broadly supports the activities of ACRL with a focus on initiatives and programs that advance the priorities, goals, and core commitment of the division. This includes programs and initiatives that strengthen ACRL’s influence in higher education and research and dedication to creating diverse and inclusive communities in the Association and in academic and research libraries.”*

### 22.3 ACRL 2019 Colleagues Report (McNeil/Davis) #22.0, #22.1

ACRL Director-at-large and ACRL 2021 Conference Chair referred the Board to the ACRL 2019 Colleagues report included in the packet. McNeil thanked the ACRL 2021 Colleagues Committee Co-Chairs John P. Culshaw and Julia M. Gelfand for their excellent fundraising work. The ACRL 2019 fundraising goal was exceeded, despite difficulties in fundraising due to changes in the vendor landscape. Co-Chair Julia M. Gelfand will continue as co-chair for the ACRL 2021 Conference that will be held in Seattle. In her role as co-chair, Gelfand will mentor a potential co-chair for future conference fundraising.

The ACRL 2019 Conference had an overall positive net. The net is projected to be lower than in previous years due to several reasons, including lower than budgeted revenue from exhibits, increased costs for programming, and only a modest increase for the registration fee.

McNeil concluded her report by thanking the ACRL Board of Directors for their work in thanking donors in-person at the ACRL 2019 Conference.

### 22.4 FY20 Budget recommendation (Allen) #8.0, #8.1, #8.2, #8.3, #30.0

Allen referred the Board to the motion to approve the FY20 Budget for ACRL and CHOICE and noted that the Budget and Finance Committee is recommending a FY20 budget that includes an additional $30,000 to support equity, diversity and inclusion initiatives, increasing the negative net.

***Motion:*** *ACRL Budget and Finance Chair Carolyn Henderson Allen moved that the ACRL Board of Directors approves the Budget and Finance Committee’s recommendation for the ACRL FY20 budget with:*

* ACRL Revenues $2,572,017
* ACRL Expenses $3,499,930 ~~$3,469,930~~
* ACRL NET ($927,913) ~~($897,913)~~
* Choice Revenues $2,679,271
* Choice Expenses $2,668,331
* Choice NET $10,940

***Action:*** *The ACRL Board of Directors approved the Budget and Finance Committee’s recommendation for the ACRL FY20 budget with:*

* ACRL Revenues $2,572,017
* ACRL Expenses $3,499,930 ~~$3,469,930~~
* ACRL NET ($927,913) ~~($897,913)~~
* Choice Revenues $2,679,271
* Choice Expenses $2,668,331
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## 23.0 ALA SCOE (Daly) #12.0, #12.1, #12.2

ACRL Director-at-Large and ALA Steering Committee on Organizational Effectiveness (SCOE) member Emily Daly began the SCOE discussion. Daly shared that SCOE is recommending that ALA divisions adopt a similar model that mirrors the proposed structure for ALA. There are three proposed committees that would support the work of the ALA Board: Nominating Leadership Development Committee, Policy Development Committee, and Finance Audit Committee. The Board asked if its goal-area and division-level committees could continue in the new structure. Daly advised that there would be a home for committees, but they may have a slightly different structure and name within the proposed categories of Advisory Communities, Working Groups, and Communities of Practice/Engagement/Interest. SCOE hopes that a common nomenclature throughout the organization will help simplify ALA.

SCOE is considering a recommendation to no longer allow sections to have elections, as SCOE has heard feedback from roundtable staff that elections require significant staff support. Daly asked how much time is spent on elections for ACRL staff. ACRL Executive Director Mary Ellen Davis advised that ACRL section elections are well managed by staff but do take staff time. ACRL interest and discussion groups are more autonomous and require minimal staff support. Davis suggested that an alternative to not allowing elections would be to allow sections to hold their own elections in a less formal way the way Interest Groups do. Daly advised that SCOE is planning to have more discussions with division regarding elections.

The Board asked Daly if SCOE is aware that academic librarians need committee service on their CV for tenure status. Daly advised that SCOE is aware of this need. Similarly, public librarians often need committee service in order to receive travel funding. The Board discussed if there is an opportunity for ALA/ACRL to influence the requirements for tenure if there are less opportunities for committee service. There was overall agreement that ALA/ACRL does not influence the tenure process and that academic librarians will need to abide by institutional guidelines.

The Board next asked Daly for more information on the implementation committee. There are already ACRL units, such as RBMS, who are interested in volunteering for an implementation committee. Daly advised that this committee will most likely be appointed by incoming ALA President Wanda Kay Brown and may be in place by January 2020. In September 2019, SCOE is planning to ask divisions for their implementation plans that will be shared with the forthcoming implementation committee.

The Board discussed if it should communicate with ACRL members about possible implications of the SCOE model. There was some agreement that it might be better to wait until there is more guidance on divisions from SCOE. The Board discussed if it would be beneficial to publish a statement for members stating that the Board is monitoring closely the work of SCOE and will keep members updated as information is available. The Board agreed that it wanted to draft a message for ACRL Insider letting members know that the Board is staying apprised on the work of SCOE and that more information on divisions will be shared after SCOE’s meeting in September.

The Board wanted more clarity on the composition of the proposed Division Leadership Assembly, and how many representatives each division would have. The Board asked if larger divisions would have more members on the assembly. Some of these questions do not yet have answers as SCOE is still working and some of the details may well be worked out by the implementation team.

The Board thanked Daly for serving on SCOE.

## 24.0 FY21 Budget Preliminary Discussion (Allen) #11.0, #12.0, #22.0, #22.1 #24.0, #24.0, #25.0, #26.0, #27.0, #29.0

ACRL Budget and Finance Chair Carolyn Henderson Allen referred the Board to the accompanying documents in the packet. Since FY15, ACRL has spent down much of its $5 million net asset balance to invest in programs and services to support members. ACRL is projected to have approximately $2 million in its net asset balance at the end of FY20. FY19 actuals are performing better than the budgeted -$500,000 deficit, so it is possible that ACRL will end FY19 ahead of budget. There are some trends in revenues, such as decreased revenue for publications, membership dues and advertisements, that staff will continue to closely monitor. The ACRL Conference has a modest net, and staff will continue to budget the conference with a positive net.

Allen shared that during the ACRL Budget and Finance Committee’s discussions at Annual, some committee members recommended the high-risk scenario, where ACRL would only keep $1.7 million (i.e., four months of reserves) in its net asset balance. The Board asked if the recommended amount for ACRL’s net asset balance should be based on revenue or expenditures, and it was clarified that recommendation should be based on expenditures. Some Board members expressed interest in being more conservative, and advised that ACRL should have at least six months of expenditure it its net asset balance.

Allen advised that the Board should have a preliminary discussion on where ACRL should invest its net asset balance for FY21. The Board shared that it would like to start thinking about sustainability now, and that changes should be done in a phased approach if possible. The Board wants to continue supporting its goal-area committees, but wants to be strategic in budgeting. The next ACRL Conference in 2021 will be held in Seattle, and the Board agreed that ACRL should be prepared for high costs, such as for hotels and A/V, for Seattle.

It is expected that the ALA Operating Agreement will be reviewed in the coming year. Wanda Kay Brown, 2019–2020 ALA President, will be appointing the financial committee that will be reviewing the Operating Agreement and other financial implications from the ALA reorganization.

In the fall, the Budget and Finance Committee will develop the FY21 Assumptions for the Board to review at its 2019 Fall Board Virtual Meeting.

## 25.0 ACRL Equity, Diversity, and Inclusion (EDI) Initiatives (Pressley) #3.0, #31.0, #32.0

The Board resumed its discussion on the reports from the focus groups conducted at the ACRL 2019 Conference and agreed that the Equity, Diversity and Inclusion (EDI) Committee and Community and Junior College Libraries Section (CJCLS) should receive the EDI and community college focus group summaries with identifying information removed.

The Board discussed branding for EDI and whether an EDI logo should be developed for the Core Commitment. Some Board members felt that a logo would be too similar to a badge and could falsely convey that EDI work has been completed. The Board also considered if it would be implied that items without a logo are not inclusive. There as some agreement that an EDI logo could highlight how ACRL is infusing EDI in its work.

The Board agreed that regular communication on EDI is important, and that ACRL could report out more on programs and services that incorporate EDI. For example, ACRL could issue a statement with an EDI lens on the newly published research agenda, Open and Equitable Scholarly Communications: Creating a More Inclusive Future. The Board also considering highlighting ACRL membership groups and sharing EDI activities listed in the PEAR. Overall, there was agreement that there could be more communication on EDI, but that it wanted to wait until the EDI Committee had reviewed the focus group report’s recommendations.

Some Board members wanted more information on the ACRL Diversity Alliance. The DA was created mainly to support institutions and residency coordinators, rather than the individual residents as it was expected the institutions were providing that support as well as ACRL’s Residency Interest Group.

ACRL is exploring the possibility of jointly applying for an IMLS grant with ARL, PLA and ODLOS. Each organization is planning to budget $30,000 each for a total of $90,000 to develop an EDI framework for librarians. The $90,000 would allow work to start immediately and not wait for the next IMLS grant cycle. Then the work could inform future work together. In the summer, the group will finalize a purpose statement and possible action plan for developing a competency framework. The Board recommended that future work could include developing EDI training with the perspective of people of color and to suggest ways to respond to microaggressions.

## 26.0 Academic Librarians Standards and Guidelines Review Task Force (Chadwell) #9.0

ACRL Director-at-large Faye Chadwell and liaison to the task force asked the Board if it had any questions on the task force’s interim report. The Board asked for more information on “faculty status being aligned with instructional roles often leaves out other librarians.” Chadwell advised that this may be referring to catalogers, but can check with the task force for clarification. There was also a comment that the task force may want to address the varying tenure requirements at different institutions.

## 27.0 Councilor’s Report (LaFleur)

ACRL Division Councilor LeRoy LaFleur shared that DeEtta Jones, founder and principal of DeEtta Jones and Associates led a facilitated discussion using a social justice lens on bias and the culture of Council at the Council I meeting held on June 23, 2019.

During the Council II meeting, held on June 24, 2019, Lessa Kanani’opua Pelayo-Lozada, chair of the Steering Committee for Organizational Effectiveness (SCOE), and Jim Meffert, consultant from Tecker International, shared SCOE’s preliminary recommendations with Council. During the discussion, Council acknowledged the need for organizational change and recommended more communication to members on implications for potential changes. Council also expressed concern about a simplified structure and how it would impact tenure track academic librarians. Council wanted more information on how elections and appointments will work in the new model, and wanted to know how different groups will be represented on committees and other groups.

Also during Council II, Council approved a motion ([CD#25.1](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/ALA%20CD%2025.1Constitution%20and%20Byalws%20Report_0.pdf)) to clarify language in the ALA Bylaws regarding the status of a councilor of a division or round table going through the discontinuance process. Council is also expecting a report from the Online Participation Task Force that would address quorums for online voting.

LaFleur reported that ALA Council approved during its Council II meeting, held on June 24, 2019, five interpretations to the Library Bill of Rights:

* “Library-Initiated Programs and Displays as a Resource: An Interpretation of the Library Bill of Rights” ([CD#19.7](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council%20Draft_%20Part%201.pdf))
* “Diverse Collections: An Interpretation of the Library Bill of Rights” ([CD#19.8](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council%20Draft_%20Part%201.pdf))
* “Minors and Online Activity: An Interpretation of the Library Bill of Rights” ([CD#19.9](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council%20Draft_%20Part%201.pdf))
* “Privacy: An Interpretation of the Library Bill of Rights” ([CD#19.10](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council%20Draft_%20Part%201.pdf))
* “User-Generated Content in Library Discovery Systems: An Interpretation of the Library Bill of Rights” ([CD#19.11](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council%20Draft_%20Part%201.pdf))

LaFleur advised that Council will be reviewing further interpretations at its Council III meeting tomorrow on June 25, 2019.

*Editor’s note: Council approved, at its June 25, 2019 Council III meeting, the following interpretations to the Library Bill of Rights:*

* *“Education and Information Literacy: An Interpretation of the Library Bill of Rights” (*[*CD#19.13*](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council_%20Part%20II_REV%20%282%29.pdf)*)*
* *“Economic Barriers to Information Access: An Interpretation of the Library Bill of Rights” (*[*CD#19.14*](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council_%20Part%20II_REV%20%282%29.pdf)*)*
* *“User-Initiated Exhibits, Displays, and Bulletin Boards: An Interpretation of the Library Bill of Rights” (*[*CD#19.15*](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council_%20Part%20II_REV%20%282%29.pdf)*)*
* *“Access to Digital Resources and Services: An Interpretation of the Library Bill of Rights” (*[*CD#19.16*](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council_%20Part%20II_REV%20%282%29.pdf)*)*
* *“Evaluating Library Collections: An Interpretation of the Library Bill of Rights” (*[*CD#19.17*](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council_%20Part%20II_REV%20%282%29.pdf)*)*
* *“Access to Library Resources and Services for Minors: An Interpretation of the Library Bill of Rights” (*[*CD#19.18*](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council_%20Part%20II_REV%20%282%29.pdf)*)*
* *“Rating Systems: An Interpretation of the Library Bill of Rights” (*[*CD#19.19*](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/governance/council/council_documents/2019_ac_docs/IFC%20AC19%20Report%20to%20Council_%20Part%20II_REV%20%282%29.pdf)*)*

## 28.0 New Business (Pressley)

The Board began a discussion on virtual participation for ACRL membership groups and the possible need for effective practices. There are several ACRL groups, such as DLS and IS, that already have developed guidelines and effective practices for virtual meetings. The Board agreed that it should reach out to membership groups with existing guidelines to see if these could be shared with other ACRL membership groups.

The Board next discussed ACRL governance participation at the upcoming 2020 ALA Midwinter Meeting in Philadelphia. ACRL Budget and Finance Chair Carolyn Allen shared that the Budget and Finance Committee discussed this at their meeting this morning, and the committee would like to continue the Joint Board and Budget and Finance Committee at Midwinter. The Board was supportive of developing a hybrid approach for Midwinter 2020, conducting some work virtually either before or after conference and conducting some sessions face-to-face. One possibility discussed was to hold the Friday morning Board Update virtually in advance of Midwinter. Overall, the Board supported some virtual meetings as well as shortening their overall schedule so that they would have to be a conference fewer days than currently. Emily Daly and Jeanne Davidson offered to work with the presidents and staff to draft a revised meeting schedule for the 2020 ALA Midwinter Meeting that could be shared with the Board in advance of ALA’s September meeting request deadline.

The schedule for Leadership Council, which is typically held on Friday afternoon at Midwinter and Annual, was also discussed by the Board. The Board agreed it is open to different models, including virtual, for future conferences, especially if there are less ACRL members attending. The group drafting schedule options will also discuss Leadership Council options.

## 29.0 Recognition of outgoing Board members (Pressley)

Pressley thanked outgoing Board members for their service and highlighted their individual contributions to the ACRL Board of Directors, presenting them with a small gift from ACRL as a token of appreciation.

* Cheryl A. Middleton
* Beth McNeil
* Lori J. Ostapowicz-Critz
* LeRoy Jason LaFleur

## 30.0 Passing of the gavel (Pressley)

ACRL President Lauren Pressley passed the gavel to incoming ACRL President Karen Munro.

## 31.0 Adjournment (Munro)

Incoming ACRL President Karen Munro adjourned the meeting.