



Association of College and Research Libraries

Virtual Spring Board Meeting

[Zoom](#)

Thursday, April 25, 2019

1:00–4:00 p.m. Central

Proceedings

Present: 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, Kelly Gordon Jacobsma, Beth McNeil, Lori J. Ostapowicz-Critz, Mary Ellen K. Davis

Staff: David Free, Sara Goek, Kara Malenfant, Erin Nevius, Gena Parsons-Diamond, Allison Payne, Mary Jane Petrowski, Elois Sharpe

Guests: Jacquelyn Bryant, Kim Copenhaver, Larayne Dallas, Jim Neal, Jill Power, Steven Yates

[1.0 Call to order \(Pressley\)](#)

ACRL President Lauren Pressley called the meeting to order at 1:00 p.m.

[2.0 Opening remarks \(Pressley\)](#)

Pressley welcomed the Board and guests to the meeting, and asked participants to introduce themselves.

[3.0 Adoption of the Agenda \(Pressley\)](#)

As guests for agenda item 8.0 were present, Pressley asked the Board if the agenda item 8.0 could be moved to next on the agenda. The Board approved the agenda as amended.

[8.0 Feedback for division reps to ALA Executive Director search \(Jim Neal and Steven Yates\)](#)
[#5.0, #19.0](#)

The Board was joined by two ALA Division representative members from the ALA Executive Director Search Committee, James (Jim) Neal, University Librarian Emeritus, Columbia University, New York, and Steven Yates, Assistant Director, University of Alabama College of Communication and Information Science, Tuscaloosa, Alabama.

Neal and Yates thanked the Board for inviting them to the meeting. They advised that while they are open to discussions, some aspects of the search are confidential, and the search committee has signed confidentiality agreements. After the initial search that launched in 2017 did not yield a successful candidate, a new search committee was appointed in March 2019. The new committee is working with the same search firm, Isaacson, Miller, that was used for the previous search. An updated position description has been developed and posted. One of the significant changes from the previous search is that ALA Council approved that an MLS is preferred and no longer required for a new ALA Executive Director.

Neal and Yates reported that the search committee expects to begin finalizing its candidate list at its July 19, 2019 meeting and to have the first round of quarterfinalist interviews in Chicago in early September 2019. The committee is planning to have semifinalists interviewed in Chicago in early October 2019 before the ALA Executive Board's October 2019 meeting. The goal is to have the new ALA Executive Director hired by the 2020 ALA Midwinter Meeting, and for the new ED to have the support of the current ALA Executive Director Mary Ghikas before her retirement, which will coincide with the 2020 ALA Annual Conference.

Neal and Yates asked the Board for feedback it has regarding the ALA Executive Director search and the qualities that ACRL thinks are needed for a new ALA Executive Director.

The Board was pleased to hear about the second search for the ALA Executive Director. The Board commended the search committee on the newly posted, well-articulated position description that succinctly captured ALA's streams of change. The Board shared that it is hopeful that the new search will yield a stronger and larger applicant pool, now that the MLS is preferred instead of required. The Board also shared that it was pleased to hear that the search firm, Isaacson, Miller, has a track record of reaching a diverse applicant pool and that Isaacson, Miller will be seeking applicants that are reflective of today's diverse society.

Prior to the meeting, the ACRL Board held an asynchronous discussion on its listserv to discuss qualities that the ACRL Board would like to see in a new ALA Executive Director. The Board shared with Neal and Yates that, as ALA reviews its structure and prepares for potential major changes, the Board would like the new ALA Executive Director to be experienced in large-scale organizational change and have the ability to articulate any changes to ALA membership, staff, and other key stakeholders. The future ED should take an entrepreneurial approach and offer new ideas for increasing current revenues and develop new programs and services that generate revenue. This entrepreneurial spirit should apply to connecting and collaborating with stakeholders (new and current) from spheres outside of the library world. While the Board agrees that preferring rather than requiring the MLS will yield a larger and stronger applicant pool, the Board recommended that if the new ED does not hold an MLS, that this person demonstrates a deep knowledge of the library profession, especially the culture and micro-cultures that exist in the association and profession. Further, the Board would like a future ED to continue ALA's commitment to equity, diversity, inclusion, and social justice, and would like for a new ED to be a proven advocate for these issues.

Pressley thanked Neal and Yates for meeting with the ACRL Board. Neal and Yates thanked the Board for its flexibility in scheduling and stated that they look forward to continuing the conversation regarding the ALA Executive Director search.

4.0 Reports

Pressley referred the Board to the written reports in the packet and asked if there were any questions. As there were no questions, the Board moved on to the next agenda item.

4.1 President's Report (Pressley) #1.1

4.2 Vice-President's Report (Munro) #1.2

4.3 Past-President's Report (Middleton) #1.3

4.4 Councilor's Report (LaFleur) #1.4

4.5 Executive Director's Plan for Excellence Activities Report. (Davis) #1.5, #1.6

5.0 Consent Agenda (Pressley)

Motion: ACRL Director-at-large Jeanne Davidson moved that the ACRL Board approves the consent agenda as presented:

- 5.1 Equity, Diversity and Inclusion Committee Charge #2.0
- 5.2 Guidelines for Standardized Holdings Counts and Measures for Archival Repositories and Special Collections Libraries #2.1, #2.1a, #2.1b
- 5.3 Extend ACRL/ALA/ARL IPEDS Task Force #2.3
- 5.4 ACRL Policy Statement on Open Access to Scholarship by Academic Librarians #2.2, #2.2a, #2.2b

Action: The Board approved the consent agenda as presented:

- 5.1 Equity, Diversity and Inclusion Committee Charge #2.0
- 5.2 Guidelines for Standardized Holdings Counts and Measures for Archival Repositories and Special Collections Libraries #2.1, #2.1a, #2.1b
- 5.3 Extend ACRL/ALA/ARL IPEDS Task Force #2.3
- 5.4 ACRL Policy Statement on Open Access to Scholarship by Academic Librarians (tentative) #2.2, #2.2a, #2.2b

6.0 Equity, Diversity, and Inclusion

6.1 Appointments Board Working Group (Daly/Munro) #3.0, #3.1, #3.2, #3.3

ACRL Director-at-large Emily Daly referred the Board to the accompanying documents included in the Board packet. The working group has implemented several improvements to make the current appointments cycle more transparent and inclusive. This year's volunteer form included new optional demographics questions. The demographics responses will be compiled at the end of the

appointments process, and a demographics report will be shared with ACRL members in the early summer. Initial findings show that there were not many volunteers from community colleges or from underrepresented racial and ethnic backgrounds.

The working group has developed new guidelines with inclusive language. A revised website has also been developed, which will include these guidelines. The working group reviewed the thank you letter that will be sent to non-appointed volunteers and expanded the section on opportunities for engagement. The revised letter also includes language about the Core Commitment to Equity, Diversity and Inclusion (EDI) and that a transparency report will be shared in the early summer.

The Board asked why members can hold up to three concurrent appointments. ACRL Executive Director Mary Ellen Davis advised that ACRL adopted [ALA's Member Service Policy](#), which limits service to no more than three concurrent positions.

Overall, the Board supported the guidelines and updated website that the working group created. The Board agreed that the updated volunteer site with guidelines does a good job at summarizing existing policies while also highlighting a commitment to equity, diversity and inclusion (EDI).

The Board asked how the guidelines will be shared with membership. ACRL staff will promote the guidelines and update volunteer site when it publicizes the next Call for Volunteers in early December 2019. It was recommended that the December Call for Volunteers should be shared with the ALA Ethnic Caucuses.

Next steps: The updated webpage with the new guidelines will replace the current volunteer site. The current Appointments Committee will be asked for feedback on the guidelines.

6.2 EDI Data Board Working Group (LaFleur) #15.0

ACRL Division Councilor LeRoy LaFleur began the discussion on the collection of demographics data by ALA/ACRL. The working group gave a report to the Board at the 2019 ALA Midwinter Meeting and has been meeting virtually since Midwinter. ALA/ACRL/PLA are considering the addition of demographics questions to a forthcoming salary survey.

LaFleur asked if ACRL has demographics data for its members, including authors. The quarterly membership survey does include optional demographics questions, but the response rate is low. The Board asked if ALA collects demographics data when someone joins or renews their membership. Members do have the option to answer optional demographics questions when they join or renew, but only about 30% of members complete these questions. The Board asked how diverse ACRL is compared to other divisions. ACRL staff will need to check with ALA Membership to see if this data is available and how ALA has been using these data since the GDPR laws took effect.

There was overall support from the Board for more demographics data and reporting on ACRL members.

7.0 Budget & Finance (Allen)

7.1 FY19 2nd Quarter Report #6.0, #6.1, #7.0

ACRL Budget and Finance Chair Carolyn Henderson Allen began the discussion on ACRL's FY19 2nd Quarter Report. She advised that the numbers are based on performance through February 2019, so they do not include complete data from the ACRL 2019 Conference that was held in April. ACRL has a partial accrual-based budget, so revenue is not recognized until the conclusion of an event. The FY19 3rd Quarter Report that will be shared at the 2019 ALA Annual Conference will include actuals from the ACRL 2019 Conference.

In February, ACRL was asked by ALA to make projections. Based on the performance to date, ACRL expects to end the year with revenues at about 2% or \$16,000 below budget. FY19 will end the year with a planned deficit and the draft FY20 budget will have a smaller net asset balance than previous years. The ACRL Budget and Finance Committee will continue to monitor the net asset balance and share its thinking with the ACRL Board. The ACRL Budget and Finance Committee will also continue to monitor ACRL's long-term investments (LTI), and possible implications if the ALA Operating Agreement is revised in the coming years.

Allen reported that the ACRL 2019 Conference had \$1.2 million or 98% of the total budgeted revenue for conference registration. Conference fundraising was also successful, with pledges at \$407,350, which is 136% of the \$300,000 fundraising goal. Exhibit revenue was 95% of budget with \$844,388 in revenue, rather than the \$900,000 budgeted. This may be in part to the continued mergers/acquisitions resulting in fewer booths sold and also due to companies reducing their expenses by purchasing smaller booth spaces.

Some areas of revenue are showing a decline this quarter. RoadShows are underperforming in part due to the need to develop new content and are currently \$30,155 or 48% under budget. ACRL is hoping that RoadShows revenues will increase with more promotion. Webinars are also performing below budget, in part due to the time spent on the ACRL Conference, by both staff and members. As next year is a non-conference year, ACRL expects to see an increase in webinar revenue in FY20. Membership is about 1% below budget. Advertising has been decreasing, which aligns with recent trends in other sectors.

7.3 FY20 Dues Increase (Petrowski) #8.0

ACRL Associate Director Mary Jane Petrowski referred the Board to the action form included in their packet. At the 2019 ALA Midwinter Meeting, the Board and Budget and Finance Committee reviewed and supported a dues increase. The Board deferred action to the Spring meeting to ensure that the consideration of dues agenda item was publicly posted at least two weeks prior to the Spring Board meeting.

Petrowski advised that the proposed dues rate for FY20 includes a \$2 increase for personal members and \$1 increase for retired members. Student dues are set at the discounted price of \$5 for another year, as part of the three-year pilot program.

The Board asked for the current dues rate. The dues rate is \$66 for personal members and \$43 for retired members. The Board also asked if ACRL has considered different dues rates based on salary. This question has been raised in the past, and how ACRL sets its dues is tied to how ALA sets dues. As ALA looks to simplify its structure and reduce the programming needed for “pricing rules” this is not the time to expand the options for joining ACRL.

Motion: ACRL Budget and Finance Chair Carolyn Henderson Allen moved that the ACRL Board of Directors raise ACRL regular personal membership dues by two dollars and retired membership rates by one dollar as permitted by the 2018 2.6% increase documented by HEPI. Personal dues rates for FY20:

1. Personal members: \$68
2. Retired members: \$44

Action: The ACRL Board of Directors approved to raise ACRL regular personal membership dues by two dollars and retired membership rates by one dollar as permitted by the 2018 2.6% increase documented by HEPI. Personal dues rates for FY20:

1. Personal members: \$68
2. Retired members: \$44

The Board asked if membership typically increases during conference years. Before the 2008 recession, there were small bumps in membership during conference years. Since the recession, membership has been declining, and during conference years, membership may see less of a decline or keep the status quo but ACRL rarely sees an increase in membership due to the conference.

9.0 Update on work of SCOE (Daly/Davis) #13.0, #18.0, #19.0

ACRL Director-at-large and ALA Steering Committee on Organizational Effectiveness (SCOE) member Emily Daly began the discussion. Daly announced that SCOE now has a [roster page](#) and an [ALA Connect space](#) and encouraged the Board to join the group. In April 2019, SCOE held online discussion forums to gather feedback from members and staff. Since the 2019 ALA Midwinter Meeting, SCOE has met a couple of times virtually and has divided itself into working groups. SCOE will convene in-person in Chicago during May 7–9, 2019. SCOE plans to share an organizational model prior to the 2019 ALA Annual Conference. At Annual, SCOE will seek feedback on the proposed model from members during five discussion forums. After Annual, SCOE will continue to meet virtually over the summer and will convene in-person for their final meeting in September. SCOE plans to present its proposed new models to the ALA Executive Board at the Board’s fall meeting in October. SCOE hopes to conclude its work by the 2020 ALA Midwinter Meeting. It is planned that a new implementation committee will be created when SCOE completes its recommendation.

The Board had a number of questions for Daly including:

- Asking for more information on the timeline and how Council plans to vote, as it is required to vote no less than 60 days between the two times it will need to vote on a SCOE model. The Board wanted details on if Council plans to take another virtual vote, so that the membership vote could take place as soon as the spring 2020. ACRL Division Councilor LeRoy LaFleur shared that Council is preparing guidelines on virtual voting. Daly reported that SCOE would prefer for the vote to occur when the model is ready, and to not delay a vote, just to fit within the existing voting and meeting structure.
- Asking if after the Council votes, will members be presented with one vote on the entire model or if membership will vote on the separate parts of the model, potentially approving some and not approving others.
- Wanting more details on how divisions would function in the new model, and if divisions would be able to maintain their governance structures. Daley told the Board that there is a SCOE working group that is looking at division structures and how members engage with divisions.
- Requesting information on the financial modeling that will need to take place, including details on if/how the operating agreement would be opened and renegotiated. The Board also asked how division budgets would function in the new model.

The Board thanked Daly for her update and commended SCOE for its improved transparency in the process.

It was agreed that the Board should continue its discussion on SCOE and discuss feedback on the new model at its 2019 Fall Board Meeting.

[10.0 ACRL Board Participation at ALA Conferences \(Davidson\) #9.0, #16.0, #23.0, #24.0](#)

ACRL Director-at-large Jeanne Davidson referred the Board to the documents in the packet. Based on feedback and discussions, the Board would like to retain some of its face-to-face meetings, but is uncertain on how much time it should plan to meet FTF and virtually. There was some hesitation about reducing meeting times, as the Board values face-to-face time for in-depth conversations. The Board also wants to consider how much time it should spend with the goal-area committee leaders.

The Board agreed that its participation at future Midwinter Meetings will depend on what the new conference looks like and if it would be of interest to ACRL members. Based on the proposed Vision 21 draft model available in Spring 2019, the Board thought that many ACRL members would not attend the new Midwinter.

The Board considered if it should reduce some of its meeting time at the 2020 Midwinter Meeting to prepare for reduced meeting times proposed in the Vision 21 document, where meetings would only be allowed on Friday and Monday. Some Board members preferred not having a weekend separate the two days of meetings.

More feedback should be gathered from membership before ACRL considers canceling Leadership Council at future Midwinter Meetings. Staff is working on a report for Annual that will show the number of ACRL groups meeting virtually and in-person during conferences.

Next steps: *The Board and Budget and Finance working group will create a survey for ACRL leaders to gather more feedback on participation at future ALA conferences. The survey will be shared with ACRL leaders in advance of Annual, and the Board will review feedback during Annual.*

11.0 ACRL 2019 Conference Debrief (Davis) #22.0

ACRL Executive Director Mary Ellen Davis referred the Board to the ACRL 2019 Conference preliminary feedback summary in the Board packet. The overall response to the conference has been positive. In addition to the positive feedback from the conference survey, there was also a positive response on social media. Attendees were pleased with the equity, diversity and inclusion programming and content. Davis thanked the Board for their work thanking vendors and attending events at conference. The Board thanked staff for their hard work pulling off another successful conference. Davis shared that the Board will receive a more detailed feedback report at the 2019 ALA Annual Conference.

Next steps: *The Board recommended that ACRL 2019 Conference Chair Trevor A. Dawes write an ACRL Insider post with a high-level summary of the conference feedback.*

12.0 Annual Report, Work Plan, and Planning Grid Template (Munro) #14.0, #14.1, #20.0, #20.1, #21.0

The Board referred to the feedback it received from member leaders regarding the annual report and work plan process. A draft revised report and work plan template was shared with the Board. The Board advised that Enabling Programs and Services section should be re-labeled, so that it is not listed as a goal area.

The Board discussed the multi-year planning grid, which only the goal-area committees complete each year. The Board agreed that the goal-area committees should only be asked to complete this extra form if it is useful for their work and planning. The Board agreed that the multi-year planning grid should be optional, and that the work plan template be updated, so that staff can identify if a project will last multiple years.

ACRL Director-at-large Faye Chadwell will work with ACRL staff on a revised report and work plan template to be implemented this cycle and shared with committee leaders in advance of Annual Conference.

13.0 ACRL Leadership Council (Pressley) #10.0, #10.1, #10.2, #10.3

The Board reviewed the draft Leadership Council agendas for the 2019 ALA Annual Conference. The Board recommended that the full title of SCOE be spelled out on the agenda. The Board also requested that an update on the future of Midwinter be shared with member leaders during the president's update.

14.0 Representative Reports (Middleton) #4.0

ACRL Past President Cheryl Middleton began by sharing updates from the ALA Information Technology Advisory Committee (ITAC) report. ITAC has been working on developing the roles of committee members and improving communication with other ALA units.

The ALA International Relations Committee (IRC) is considering how to best engage the growing number of international ALA members. The ACRL Board may want to consider if there are new ways ACRL should support its international members, or ways U.S. members could engage with international librarians. ACRL Executive Director Mary Ellen Davis is serving on the IFLA Professional Development and Workplace Learning Committee (CPDWL). The committee has a blog where ACRL was invited to contribute information about the Distance Learning Section's virtual poster sessions event. CPDWL also has a Facebook page, where Davis has judiciously shared some free ACRL content, such as ACRL Presents webcasts. ACRL Director-at-large Kelly Gordon Jacobsma shared that she will be working at the American Library in Paris this May with a student/faculty research team.

The ALA Literacy Assembly has been updating the ALA Adult Literacy toolkit. The ACRL representative is seeking out a community college representative to help update the toolkit.

15.0 ACRL Strategic Planning Session (Munro) #11.0, #12.0

ACRL President-elect Karen Munro asked the Board for potential agenda topics for the upcoming fall ACRL Strategic Planning and Orientation Session (SPOS). The Board recommended that SPOS participants discuss possible equity, diversity and inclusion (EDI) initiatives. The ACRL EDI Committee could be included, as they may want help generating ideas for their newly approved and expanded charge.

Depending on the timeline of the ALA Steering Committee on Organizational Effectiveness (SCOE), the Board could assess the ACRL strategic plan in relation to the proposed ALA changes. Some Board members felt that a review may be premature at this point.

Another topic the Board recommended was review of ACRL revenue streams to ensure the Board had a good understanding of how ACRL operations are funded.

Munro will continue the conversation over the Board's listserv and will work with the other presidents to develop the SPOS agenda.

16.0 New Business (Pressley)

Pressley reminded the Board of the Inaugural Luncheon, which will take place at the 2019 ALA Annual Conference on June 25, from 11:45 a.m. - 2:00 p.m. in the Marriott Marquis, Marquis Ballroom Salon 1-5.

ACRL Executive Director Mary Ellen Davis shared that ACRL, ODLOS and PLA are currently exploring a possible EDI IMLS grant to provide more EDI training and/or other initiatives for librarians. If the Board has ideas on EDI projects that ACRL should pursue through an IMLS grant, they should email their idea to Davis.

7.2 Value of Academic Libraries Travel Grants #17.0

The Board agreed to discuss the travel grants asynchronously following the Board meeting.

Editor's note: During the asynchronous discussion following the meeting, the Board supported the request to expand the scope of VAL Travel Scholarships to include all four goal areas and the Core Commitment, instead of just the four VAL objectives, for FY20. Representatives from each of the three other goal-area committees, as well as a representative from the Equity, Diversity, and Inclusion Committee, will serve on the VAL Travel Scholarships subcommittee

17.0 Adjournment (Pressley)

Pressley thanked the Board for their participation. She adjourned the meeting at 4:01 p.m.