

**Core: Leadership, Infrastructure, Futures
a Division of the American Library Association**

**2024 Annual Conference Meeting
Board of Directors Meeting I
Friday, June 28; 3:30 pm - 5:00 pm Pacific Time
Marriott Marquis, Point Loma/Solana
San Diego, California
Draft Minutes**

Members Present:

Wendy Tressler, President
L. Angie Ohler
Rachel Fleming
Margaret Heller
Miranda Bennett
Lauren Corbett
Kevin A. R. King
Thomas Lamanna, II
Julie Reese, Executive Director

Ex-Officio:

Donald Allgeier
Morag Boyd
Cara Calabrese

Staff:

Tom Ferren
Amber Robbin
Mia Blixt-Shehan

Absent:

Kellie Barbato
Karen L. Schneider

Guests:

Gregg Dodd
Amy Swartz

1. Board Welcome and Roll Call

President Tressler called the meeting to order at 3:32 p.m. and welcomed all in attendance both physically and virtually.

2. Adoption of Agenda
DOC 24.64 Board Agenda

Tressler proposed to adopt the meeting agenda. Fleming moved and Ohler seconded. MOTION unanimously passed to adopt the meeting agenda.

3. Adoption of Consent Agenda

Note: Board members may ask questions about consent agenda reports before voting to accept, and/or ask that a report be removed from the consent agenda for further discussion.

DOC 24.65 [Conflict of Interest - Board Electronic Vote Results June 2024 \(PDF\)](#)

DOC 24.66 [May 2024 Draft Meeting Minutes \(PDF\)](#)

DOC 24.67 [Jenny Levine's Resolution – Board Electronic Vote Results June 2024 \(PDF\)](#)

- DOC 24.68 [2024 Core Awards Handout \(PDF\)](#)
- DOC 24.69 [Continuing Education Report \(PDF\)](#)
- DOC 24.70 [Membership & Marketing Report \(PDF\)](#)
- DOC 24.71 [Executive Director's Report to ALA \(PDF\)](#)
- DOC 24.72 [Fundraising Committee Report \(PDF\)](#)
- DOC 24.73 [Publications Coordination Committee Report \(PDF\)](#)
- DOC 24.74 [Publications – Draft Generative AI Policy \(PDF\)](#)
- DOC 24.75 [Publications – Post-Publication Concern Policy \(PDF\)](#)

Tressler proposed to adopt the consent agenda. Ohler moved and King seconded. MOTION unanimously passed to adopt the consent agenda.

4. Welcome to New Board Members

Tressler thanked Board members for all their help this year, reminding attendees of just how important their efforts are to keeping Core running. She also thanked Core staff for working exceptionally hard during the year. She then went over the upcoming changes to the Core Board for the next fiscal year:

- Amy Swartz and Cara Calabrese will be Directors-at-Large through June 2027.
- David Dahl will be Bylaws Chair through June 2026.
- Don Allgeier will be Budget and Finance Chair through June 2026.
- Morag Boyd has chosen to stay on as Advocacy Chair through June 2026.
- Kellie Barbato joined the Core Board midstream due to a vacancy, and her term ends this month.
- Wendy Tressler will be Past-President, L. Angie Ohler will be President, and Kevin A. R. King will be President-Elect for the 2024-2025 term.

5. President's Report

- DOC 24.76 [President's Report \(PDF\)](#)

Tressler submitted a written report for the 2023-2024 to ALA, which is in essence a record of Core highlights throughout the term.

For members attending Annual Conference in person, Tressler encouraged attendance at Core 101, Core Volunteer Fair, Happy Hour, a few other Core-sponsored sessions that members could choose, and any session that could become webinars—the last of these should be reported to Ferren. She asked any board liaisons to Core committees to try to stop by the corresponding meeting at Conference whether invited or not (committees may have missed the request to invite Board liaisons due to the ongoing Connect issues); she also reminded the

Board to wear Core Wear on Saturday. Tressler asked members attending virtually look at the Core program list and point out highlights to Ferren for potential webinar material. After the conference, Tressler will send a link to the Core 101 and Core Volunteer Fair slides to see what was discussed.

The last Board Meeting of the 2023-2024 term will be held on July 1.

Tressler asked King to create a list of what's worked well in Core's Annual programming, what hasn't, what Core should stop doing, and what Core should start doing.

6. Executive Director's Report
Office Updates, Staffing, Core Forum

Reese directed the Board's attention to the Continuing Education and Membership and Marketing Reports in the consent agenda; these were submitted by Core staff.

Reese reminded the Board that Core has a very lean staff right now that must cover a lot of duties and asked for their patience as they get everything done and updated. She asked that any reminders of upcoming or overdue tasks or questions be e-mailed to corestaff@ala.org. She plans to hire a temporary administrative assistant by mid-July. She hopes to post the job ad for the open full-time position by November, before Core Forum 2024.

Reese addressed Board members who have approached her and asked about access to committee member contact information through the ALA website. With the new update, only members of the committee can view the contact information when logged into the web site. This was put into place by ALA due to privacy concerns. Reese suggested that Board members reach out to committee chairs to request this information if needed.

Core is asking its sections to participate more in Continuing Education content; five additional webinars have been scheduled for the remainder of FY24 as of now. There was significantly lower revenue through Continuing Education this year due to the absence of a highly attended webinar series like the one on RDA that Core hosted the previous year—this further illustrates how important “hot topics” are in curating CE content. Core has also already scheduled twelve webinars for the first quarter of FY25.

Reese reminded the Board that Core Forum 2024 will take place November 14-16 in Minneapolis and asked the Board to encourage colleagues to register. Forum has 62 registrations, most of whom are not presenters, which is a very strong start; the goal for Forum attendance is 450 people.

Core membership has fluctuated monthly, but FY24 is a record year for Core—eight out of twelve months in the year showed an increase in membership. This is a good sign that Core membership is finally starting to stabilize in the fourth year of operations, and Reese is hopeful that Forum will be an additional membership driver.

7. Budget Report

DOC 24.77 [FY24 Budget April Financial Commentary \(PDF\)](#)

DOC 24.78 [FY25 Preliminary Budget \(PDF\)](#)

DOC 24.78.1 [Endowment 20 Quarters Rolling Average FY25 \(PDF\)](#)

Calabrese provided overviews of the FY24 and FY25 budgets. In FY24, Core is under budget in both revenue and expenses, but overall, the budget places Core in a positive area. Reese and Ferren added a few other points—first, preconferences have brought in \$14,000 over budgeted revenue. In addition to that, subscriptions are obviously down due to the journals transitioning to an open access model. Finally, the Board hopes that the Budget and Finance Committee can collaborate with the Fundraising committee in the near future for more thorough financial work.

Reese recently met with the ALA Accounting department to get clarification on the funds that came up in the Accounting Q&A earlier this year. In terms of the Core endowment, the draft FY25 budget includes a 5% transfer from the endowment, but if at the end of the fiscal year we don't need it to break even, we can decline the transfer request. So far, there has not been a year where Core could turn down that transfer.

According to the Accounting department, Fund 49 is intended for special projects that receive donations throughout the year (e.g. Core's open-access journals). Fund 48 is for grants from foundations, corporations, and similar organizations which may require certain conditions during the lifetime of the grant (e.g. a corporation making a donation specifically designated for the Core Leadership Institute). Fund 47 is meant for government grants.

If funds raised for an event are spent for it in the same fiscal year, it should be budgeted in the division fund and will be subject to overhead deductions. However, if Core receives a letter from

the donor that confirms the restricted use, Core can avoid those deductions.

Tressler proposed to approve the FY24 budget as presented. Heller moved and Ohler seconded.

MOTION unanimously passed to approve the FY24 budget as presented.

8. Executive Session - Closed Session
Executive Director Performance Review

Tressler proposed to go into Executive Session. King moved and Fleming seconded.
MOTION unanimously passed to go into Executive Session.

The Board entered Executive Session at 4:28 p.m.

Later, Tressler proposed to end Executive Session. Ohler moved and Fleming seconded.
MOTION unanimously passed to end Executive Session.

Executive Session ended at 5:20 p.m.

9. Adjournment

Tressler proposed to adjourn the meeting. King moved and Fleming seconded.
MOTION unanimously passed to adjourn the meeting.

The meeting was adjourned at 5:23 p.m.