

**Core: Leadership, Infrastructure, Futures
a Division of the American Library Association
2024 Board of Directors Operational Meeting
May 23; 2:00-4:00 p.m. Central
Draft Minutes**

Members Present:

Wendy Tressler, President
Angie Ohler
Margaret Heller (left at 3:54 p.m.)
Rachel Fleming
Lauren Corbett
Thomas Lamanna, II
Kellie Barbato
Miranda Bennett (left at 3:59 p.m.)
Julie Reese, Executive Director

Ex-Officio:

Cara Calabrese
Karen Schneider (left at 3:50 p.m.)

Staff:

Tom Ferren
Amber Robbin
Mia Blixt-Shehan

Absent:

Kevin A. R. King
Morag Boyd

Guests:

Jennifer Donner
Ashley Mitchell (left at 3:57 p.m.)
Jharina Pascual
Amy Ward

1. Board Welcome and Guests

President Tressler called the meeting to order at 2:04 p.m. and welcomed all in attendance.

2. Adoption of Agenda

DOC 24.48 Board Agenda

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

3. Adoption of Consent Agenda

DOC 24.49 [Draft 2024 April Core Board Meeting Minutes \(PDF\)](#)

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

4. President Elect's Update

DOC 24.50 [President's Elect's Report \(PDF\)](#)

- a. Committee Appointments
- b. Leadership & Management Section Items
 - I. Presentation ([link](#))
 - II. Survey results ([link](#))
 - III. More takeaway/recommendation detail here ([link](#))

Ohler thanked those involved in deciding committee appointments. She drew the Board's attention to the information provided by the Leadership and Management section in the member survey they ran, particularly highlighting their notes for the Core Board. Survey feedback recommended mentoring opportunities, a leadership academy or bootcamp, a "Library for Librarians"—i.e. a document repository for those working in the Library and Information Sciences field—and more thorough communication of the value of the Core division, including stronger marketing.

5. Operating Agreement

DOC 24.51 [Data for OA Report 3.16.24](#)

DOC 24.52 [Report to OAI Task Force 3.16.24 \(PDF\)](#)

DOC 24.53 [OA Questions & Answers \(PDF\)](#)

Calabrese led the discussion on the Operating Agreement Questions & Answers document. She reminded the Board a decision on which Operating Agreement model ALA will use will be made and announced before the end of this year, but the Core Board needs to make a decision to offer as a recommendation during the summer meetings at Annual Conference 2024.

Reese noted that in an effort to reduce division expenses in FY25, ALA has agreed to pay for certain IT related expenses like the Zoom meeting rooms as well as processing fees for virtual event registrations. These expenses will be covered by the ALA Operating Agreement beginning in FY25.

The Board noted that the questions and concerns around ensuring that there are performance measures in place has to do with a desire to ensure technology services that are covered by the operating agreement are performing to expectation, and does not have to do with ALA staff performance. By asking questions like these, the Board is carrying out its due diligence to ensure fiscal responsibility in regard to the Core budget.

Three action items resulted from this discussion. Reese was tasked to research what funds 48 and 49 are and report back to the Board. The Budget and Finance Committee was directed to produce a recommendation of the Operating Agreement model for the Board to consider at the June Board meeting. Reese was also tasked with investigating the Core endowment and report back her findings to the Board.

6. FY25 Budget

DOC 24.54 [FY25 Draft May Budget Visual Display \(PDF\)](#)

DOC 24.55 [FY25 Draft May Budget with Required Changes \(PDF\)](#)

Reese presented the visual display of the FY25 draft budget. This draft budget includes the required 10% spending reduction in non-salary lines required of all division and units to help ALA reach a balanced FY25 budget. Since it was difficult to find expenses to reduce, we were allowed to increase our

revenue goals in the fundraising and Forum revenue lines to make up for the gap. Reese has presented this budget to the Section Leaders in an effort to be transparent and ensure member leaders understand how the Core budget works and why we have a need all sections to help produce revenue for Core. They can do this by assisting with fundraising efforts and contributing to webinar and other paid event content ideas.

Tressler thanked Reese for the presentation and proposed that the Board take a seven-minute break. Fleming moved and Ohler seconded.

MOTION unanimously passed to take a seven-minute break.

7. Staff Capacity

Reese stated that there has been a lot of staff turnover in the past few years and expressed appreciation for both the Board for understanding how much work is being done by very few people and the Core staff for keeping up with it all. In addition to their typical responsibilities, Robbin and Reese are temporarily absorbing tasks left unattended by Jenny Levine's retirement, Blixt-Shehan has been helping more with CE marketing, and Ferren has been helping with Publishing tasks. Reese has been working with ALA to expedite hiring given just how spread thin the staff is and has a target date for beginning a hire for a new permanent position on November 1. In the meantime, she has been given authority to hire temporary administrative staff.

8. Committee Changes Discussion

DOC 24.56 [Committee/Section Restructure Recommendations \(PDF\)](#)

Heller and Ohler provided a brief overview of the Committee/Section Restructure Recommendations, emphasizing how important it is to think about what the Committees are doing and look for ways in which can assist Core staff given the current staffing shortage. Ohler reminded the Board that careful planning needs to be employed in order to use volunteer time wisely.

The Board expressed concern about the proposal for the LIFT awards to be reassigned from a division-level initiative to ownership by the Leadership and Management section. After some discussion, it was decided to leave open the potential to modify the LIFT awards criteria but hold off on making the awards section-level while familiarity with the awards was still being established.

Tressler proposed to recommend the amendment to strike the sentence "LIFT Awards will move to the L&M section." Fleming moved and Lamanna seconded.

MOTION unanimously passed to recommend the amendment to strike the sentence as stated.

9. New Business

DOC 24.57 [Conflict of Interest Statement Adopted Jan. 2023 \(PDF\)](#)

DOC 24.58 [Conflict of Interest Statement Track Changes \(PDF\)](#)

DOC 24.59 [Conflict of Interest and Confidentiality Statement and Procedure Clean \(PDF\)](#)

DOC 24.60 [Conflict of Interest Form Track Changes \(PDF\)](#)

DOC 24.61 [Conflict of Interest Form Clean \(PDF\)](#)

DOC 24.62 [Confidentiality Agreement Form Track Changes \(PDF\)](#)

DOC 24.63 [Confidentiality Agreement Form Clean \(PDF\)](#)

The Board discussed the Conflict of Interest statement that was adopted in January 2023. During the January 2024 Board meeting, the Board agreed that current Board members needed to acknowledge the statement by signing an agreement form. Following that meeting, Tressler inquired with other division presidents and found that they do have a statement, form, and a confidentiality agreement. Reese discussed this topic with Sheryl Reyes, Director of the Office of ALA Governance and was asked to model the Core Forms on the ALA Forms. Tressler referred the Board to the Conflict of Interest and Confidentiality Statement Board documents that show track changes so they can see what has been changed and added.

Due to limited time left in the meeting, Tressler decided to move this discussion to Connect, and the discussion will be added to the consent agenda for the June meeting.

10. Action items

There were three action items in this meeting: Reese will investigate how to setup and use Funds 48 and 49, the Budget and Finance Committee will submit a recommendation of the preferred Operating Agreement model for the Board to consider at the June meeting, and Reese will find information out about the Core endowment and report back to the Board.

11. Announcements from Members/Guests

There were no announcements.

12. Adjournment

Tressler proposed to adjourn the meeting. Ohler moved and Barbato seconded.
MOTION unanimously passed to adjourn the meeting.

The meeting was adjourned at 4:03 p.m.