

LITA Board Meeting Minutes

July 20, 2018

10:00-11:00am Central Time

<https://ala.adobeconnect.com/litaboard>

All Board documents, including this agenda, can be found in the LITA Public Documents on LITA Connect at <https://connect.ala.org/lita/find/lita-public-documents>.

Minutes approved at the October 31, 2018, Board meeting.

1. **Call to Order** – Bohyun Kim, LITA President

Called at 10:02am Central Time

Attended

- Bohyun Kim (LITA President, July 1, 2018, to June 30, 2019)
- Ms. Emily Morton-Owens, (LITA President-Elect, July 1, 2018, to June 30, 2019)
- Ms. Andromeda Yelton (LITA Past President, July 1, 2018, to June 30, 2019)
- Lindsay Anne Cronk (Director-at-Large, July 1, 2017, to June 30, 2020)
- Tabatha Farney (Director-at-Large, July 1, 2018, to June 30, 2021)
- Amanda L. Goodman (Director-at-Large, July 1, 2017, to June 30, 2020)
- Margaret Heller (Director-at-Large, July 1, 2017, to June 30, 2020)
- Christopher Lawton (Director-at-Large, July 1, 2016, to June 30, 2019)
- Berika Williams (Director-at-Large, July 1, 2018, to June 30, 2021)
- Jodie Gambill (Parliamentarian, July 1, 2018, to June 30, 2019) - left at 10:55am
- Brian Rennick (Financial Advisory Committee, July 1, 2018, to June 30, 2019)
- Mr. Aaron W. Dobbs (LITA Division Councilor, July 1, 2016, to June 30, 2019)
- Jenny Levine (LITA Executive Director, August 3, 2015, to June 30, 2020)
- Mark A. Beatty (Staff Liaison, July 1, 2014, to June 30, 2020)

Absent

- Evviva R. Weinraub (Director-at-Large, July 1, 2016, to June 30, 2019)

Guests

- Adam Wall
- Amy Greenberg
- Brett Bonfield
- John Hernandez
- Marina Morgan (new LITA Program Planning Committee chair)
- Matt Beckstrom
- Rob Nunez

- Scott ?
- Shanna Hollich

2. **Announcements and Introduction of Guests** – Kim

- The LITA Board has made the decision to record this meeting. By participating in this meeting, you agree to give LITA permission for us to record your words. The recording will be archived until the end of the 2020 Annual Conference.
- [Meeting webinar recording](#)

3. **Adoption of Agenda** – Kim

Motion: Heller moved and Cronk second

Adopted: By consent

4. **Adoption of Consent Agenda** – Kim

Each item in the Consent Agenda can be approved in one action. Any Board member may request that any item be handled separately.

- JUL DOC 19-2 ... Approve Draft 2018 Annual Meeting Minutes (PDF)
- Minor typos will be fixed by Levine

Motion: Lawton moved and Farney seconded to accept the Consent Agenda

Motion Passed: Unanimous

5. **Board Member Liaison Assignments** – Kim

Members were directed to utilize self-assigned spreadsheet concerning which committees need a liaison. Overall the coverage looks good. All are urged to please think about what it means to be a liaison and what the process should be. There is a question about whether we should be spending Board members' time in other ways. The Board will discuss in the future.

General role guidelines: Make sure committees are running as expected, but don't run the committee yourself. Maintain a background role, standing ready to help, getting them information necessary to perform their functions. Stay specific to that committee.

The Committees Chairs and Interest Groups Chairs are more like leadership development guides to help individual committee chairs be effective and learn what to do. The goal is to have all parts of LITA running in synch.

Check Yelton's document at: <https://docs.lita.org/board/board-liaisons/>

As well as the [Virtual Engagement Toolkit](#).

Action Item: Yelton will work on the distinction between coordinators and board liaisons.

Action Item: The Board will discuss the future of the liaison process at a future meeting.

6. **Updates on 2019 Forum Planning** – Kim

The Forum Committee recommended that there be a better continuing definition of what the Forum is. What elements are on track for more improvements and what elements are likely to remain the same as the past. That could help potential attendees know more about the Forum and decide if it's the event for them. Also, what can Forum Committee members expect.

What about the future of expanding Forum in the New Division should it become a reality? Should there be a stronger focus on potential virtual attendees? Could start scheduling a new calendar for 2019, postpone any event to spring 2020 as a virtual-only Forum shared across the 3 units. The idea is on the table for consideration. Kim noted this as one suggestion that came from the merger discussions at ALA Annual 2018. We would also want to continue the in-person version in some way. Maybe every other year, thereby giving us 2 years for assessment of each format, alternating, between occurrences, while also holding some type of event annually.

In theory, virtual is more affordable, and there are exciting possibilities for reaching more members. The idea would be to plan something new and exciting, not just "skip a year".

The Board needs to look a bit closer at the timing of a Spring 2020 date for a first virtual Forum/Exchange in terms of both calendar and staff time. The Board should also continue to investigate outsourcing parts of the Forum, including using a virtual platform.

The future of Forum will be re-visited as the merger discussions continue. Whatever is decided, it is critical to make sure LITA informs members and is as transparent as possible.

7. **Continue Financial Investment Discussion** – Kim

Re: the Net Asset Balance. Can we spend the extra money in an effective and useful way that has maximum benefit for the membership?

Ideas:

- Get a consultant to help LITA do a better job getting and communicating with sponsors.
- Offer more of a member benefit package for new joiners, what can we offer them.

- Hire someone to do local, on the road, presentations of all sorts, eventually self-supporting?
- Can we use the new ALA Connect for containing webinar etc. recordings, and make them member-only benefits? What else could be put there as a member value?
- What can we do to improve member engagement and retention, like ALCTS making recordings free after sessions.

Is there a timetable for working on this? The answer appears to be no, the activities would be completely optional, but LITA could use some funds before the new division, especially in preparation for the merger should it happen.

Action Item: Kim will create a Google Doc for all to add ideas and pros and cons for how we might use some of these funds.

8. **Recap and Discussion about 2018 ALA Annual Joint Board Meeting** – Kim

Questions about identity for all three divisions and the new division should be up front. The logistics appear to be straightforward and relatively easy. It's the personal, emotional, and social part that contains the challenges and are more important for the success of a merger.

Managing Transitions: making the most of change, by William Bridges, book highly suggested reading for the merger going forward.

9. **Revisit the LITA Strategic Plan 2016-18 in Light of the New Division Discussion** – Kim

- JUL DOC 19-3 ... [2016-18 Strategic Plan](#) (PDF)
- JUL DOC 19-4 ... [2016-18 Tactical Plan](#) (Google Spreadsheet)

Everyone please review and pay attention to these. We should revisit this information in light of the potential merger.

Action Item: For everyone, go to the Comment document of the Strategic Plan in Google Docs and add your comments, questions, and ideas.

10. **Review Action Items** – Kim

Action Item: Yelton will work on the distinction between coordinators and board liaisons.

Action Item: The Board will discuss the future of the liaison process at a future meeting.

Action Item: Kim will create a Google Doc for all to add ideas and pros and cons for how we might use some of these funds.

Action Item: For everyone, go to the Comment document of the Strategic Plan in Google Docs and add your comments, questions, and ideas.

11. **Determine Agenda Items for Next Meeting** – Kim

12. **Conduct Plus/Delta** – Kim

Plus:

Good discussions and Kim allowed time for idea sharing

Delta:

Can we create specific time allotments for discussions to keep on pace and get them listed on the agenda.

13. **Adjournment**

Motion: Cronk moved and Morton-Owens seconded to adjourn at 11:01 am

Motion passed: By consent

Submitted by Beatty