

LITA Board Meeting Minutes

October 31, 2018

10:00-12:00pm Central Time

<https://ala-events.zoom.us/j/978932469>

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>.

Full recording with text chat and audio transcript at:

https://ala-events.zoom.us/recording/share/Y-AYn0LE6r0SCB5GHDF00Kp4vwa8C5GkvAJk-f-W_zWwlumekTziMw

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

Called to order at 10:01am 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) – arrived 10:45am
- 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)
- Evviva R. Weinraub (Director-at-Large, July 1, 2016, to June 30, 2019)
- Jodie Gambill (Parliamentarian, July 1, 2018, to June 30, 2019) - departed 10:55am
- Brian Rennick (Financial Advisory Committee, July 1, 2018, to June 30, 2019) – arrived 10:25am
- Mr. Aaron W. Dobbs (LITA Division Councilor, July 1, 2016, to June 30, 2019) – arrived 10:35am
- Jenny Levine (LITA Executive Director, August 3, 2015, to June 30, 2020)
- Mark A. Beatty (Staff Liaison, July 1, 2014, to June 30, 2020)

Guests

- Matt Beckstrom
- Martha Sanders
- Helen Gbala
- Blake ? – departed 10:45am

- Jake Ineichen
- Christine Peterson

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.
- Heller volunteered to record action items

3. **Adoption of Agenda** – Kim

Motion: Kim moved and Lawton seconded

Adopted: By consensus

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.

- OCT DOC 19-2 ... Approve Draft July 2018 Meeting Minutes (PDF)

Motion: Weinraub moved and Yelton seconded

Motion passed: Unanimous

5. **FY2018 Budget Close** – Jenny Levine, LITA Executive Director

- OCT DOC 19-3 ... [FY2018 Budget Close Full](#) (XLSX)
- OCT DOC 19-4 ... [FY2018 Budget Close Summary](#) (XLSX)
- OCT DOC 19-5 ... [FY2018 Budget Narrative](#) (PDF)

The close is almost at the projections with just a bit of deficit. The Board thanks Levine for the transparency dealing with continuing budget issues. Levine thanks the Financial Advisory Committee for asking questions and proposing solutions to improve the budget.

6. **Updates from Board Liaisons about Committees and Other Groups** - Kim

Top Tech Trends Heller – they are doing a great job so far. Kim asked folks to nominate potential panelists for Midwinter.

Committee & Interest Group Coordinators (Yelton) – reminders were sent to chairs to communicate about using the new ALA Connect system. Asks liaisons to please check in with the **Communications and Marketing Committee** and **Library High Tech Award Committee** chairs. Also **Science Fiction Notables**.

Diversity and Inclusion Committee (Weinraub) – is doing fine
Education Committee (Lawton) – is doing fine. **Assessment and Research Committee** is hoping to host focus groups at Midwinter about the potential new division, and they are working with the merger’s Communications Working Group.

Program Planning Committee (Williams) – Annual programs are going well. They are looking at Bylaws re: shepherding programs at Annual and who is responsible. Kim asked if all of LITA can be involved with a variety of members helping shepherd the Annual programs, evaluations, and introductions onsite.

Web Coordinating Committee (Goodman) – is still waiting for the credit card setup from ALA for the new jobs site.

7. **New Emerging Leaders Selection Matrix** – Emily Morton-Owens, LITA President-Elect

- OCT DOC 19-6 ... [2019 Emerging Leaders Selection Matrix](#) (Google Sheet)

Morton-Owens is trying to improve the scoring matrix that includes the desired LITA qualities focused on technology in libraries. Candidates do not have to be a LITA member, but their interests should align with LITA. Trying to set up basis where we can discover some technology interests or experiences and how that interest should score compared to other qualities for an Emerging Leader. Final suggestion is to assign 20 points out of 100 for technology-specific qualities.

Morton-Owens received good feedback to update and revise the matrix and scoring.

8. **ALCTS/LITA/LLAMA Steering Committee Update** – Kim

The Steering Committee held an online retreat, which generated an action plan for continuing to proceed. Next they will start soliciting member feedback. There are four working groups that are busy. They include: Operation, Activities, Communications and Finance. Reports will be ready for ALA Midwinter. There are active members in all the groups and they are progressing quickly. Everyone is encouraged to join the Connect group and contribute to discussions.

Lawton shared that he is on the Communications Working Group and encouraged LITA and LLAMA members in particular to contribute to the discussions since more ALCTS members were involved with the e-Forum. For LITA Board members he suggests you self-identify when joining discussions and absolutely get involved. Everyone can encourage attendees at the upcoming LITA Forum to participate.

Goodman suggested that ALA Connect may be a barrier to discussion as it’s a new service that not everyone is used to. Lawton noted that currently no one is using any of the older mailing lists, and maybe they could do so in the near future? In general, increasing member

involvement is a concern.

9. **Discussion: Net Asset Balance (Continued)** – Kim

- OCT DOC 19-7 ... [Financial Investment: Ideas & Pros/Cons](#) (Google Doc)

Topic #5 – Levine intends to get the LITA webinar recordings from 2015-2017 posted on ALA Connect for LITA Members to access. Goodman notes it would be a concrete membership benefit so we should do it. We will need to make sure to promote the recordings to increase member engagement and retention, and to show a “Return on Investment.” LITA could consider charging fees for non-members to access recordings in the future.

Topic #3 Roadshows – These would deliver continuing education in person at sites outside of conferences. How could it be accomplished, and should we consider it? Would it be worth putting some monies into a trial? How could this work using the NAB funds between now and when the new division might start in September 2019? Perhaps this idea doesn’t meet the criterion for using the funds “now.”

Heller questioned which of the two possible topics would the Education Committee and the new Education Coordinator prefer?

Questions for Levine

- 1) How much money is available? Levine estimates \$20,000-\$30,000
- 2) What is a reasonable timeline for making a decision? We lose the asset balance if we merge on September 1, 2019. Therefore, now is the time to start using these funds or they will roll over to the merged division. The Board needs to make any decisions by January/February 2019. If the decisions are made to use the funds, then who does work? It depends on the project.

Kim notes that if LITA spend the funds now, the projects can be tech-focused. If the money rolls over to a merged division, then it’s might end up being used across any number of topics.

10. **Discussion: LITA DIY & OA Ethos vs. Member Benefits & Financial Sustainability** – Kim

Levine brings up this issue specifically in relation to LITA Interest Groups (IGs) because we have to decide if they will migrate their work and communications to ALA Connect. It offers more functionality and integrates with member profiles, group matching, and (eventually) activity points. It would also make it easier to onboard new members in the same place the IGs live.

On the other hand, the current mailing list-based discussions are more transparent and are easier to join.

Farney – For IG chairs there isn't always a current space for the IG. Connect could help by having a platform or home for any IGs or other groups. Heller agrees although it's not immediately obvious that you don't have to be an ALA member to be in ALA Connect.

Levine notes groups should utilize one or the other platform, not both. It's confusing to members to have to track activity in two places.

Action Item: Levine will do a survey to check and report on IG activity levels.

Can we compare LITA IGs with LLAMA Communities of Practice? They are operating within Connect groups.

Goodman and Lawton both note that there seems to be more activity in open forums, such as Linked In.

Yelton – Is this an after-merger activity? Then every group could have a Connect presence and if a group wants other outlets, then there could be links out on the Connect space.

11. **Discussion: Revisit the LITA Strategic Plan 2016-18 in Light of the Proposed New Division (Continued)** – Kim

- OCT DOC 19-8 ... [2016-18 Strategic Plan](#) (PDF)
- OCT DOC 19-9 ... [2016-18 Tactical Plan](#) (Google Sheet)
- OCT DOC 19-10 ... [Comment on the 2016-18 Strategic Plan](#) (Google Doc)

It's important that new proposals and activities are included in potential merger discussions, while making sure current and ongoing successful activities become part of the new division.

12. **Discussion: Other** – Kim

None.

13. **Review Action Items** – Kim

Action items: Liaisons for Library Hi Tech Award and Communications and Marketing need to provide assistance to those committees. Liaisons for Science Fiction Notables, Diversity and Inclusion, Top Tech Trends, and Forum 18 committees should ensure the chairs have submitted reports.

Action items: All Board members should provide feedback on the Scope section discussion for the Values and Vision statement on ALA Connect or the Google Doc (<https://connect.ala.org/communities/community->

home/digestviewer/viewthread?GroupId=109804&MessageKey=a4b9d218-a76d-4b94-8c31-3ada15f24832&CommunityKey=047c1c0e-17b9-45b6-a8f6-3c18dc0023f5&tab=digestviewer&ReturnUrl=%2fcommunities%2fcommunity-home%2fdigestviewer%3fcommunitykey%3d047c1c0e-17b9-45b6-a8f6-3c18dc0023f5%26tab%3ddigestviewer)

Action items: Kim will set up a thread for the Net Asset Balance consensus, this needs to be concluded by the end of November 2018.

Action items: Levine will provide information on IGs activities to inform the working and communications platform discussion.

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

- Set up a LITA Board meeting prior to ALA Midwinter.
- Talk through merger documents prior to ALA Midwinter and invite the other division members to join the Board meeting.
- Bylaws Committee will be submitting Committee and IG renewals for approval

15. **Conduct Plus/Delta** – Kim

Plus:

- Allocating times for each agenda item in advance helped and worked well
- The budget information was well done – thanks to Levine
- There were good conversations and discussions
- The Zoom meeting system “rocks out loud”

Delta:

- Not enough folks were in costume for Halloween
- Need a clearer voting procedure for the new meeting platform, probably using the “raised hand” approach.

16. **Adjournment**

Motion: Weinraub moved and Goodman seconded to adjourn at 11:46 am Central Time

Motion Passed: By consent

Submitted by Beatty