

LITA Board Meeting I

Saturday, January 26, 2019

1:30-4:30pm PST

Washington State Convention Center, Room 310

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>.

The recording is in two parts, because it was stopped while the Board was in executive session and then restarted when the Board left the executive session

[https://ala-](https://ala-events.zoom.us/recording/share/Ci0PlvhFqJWHf0sv8d0jbyGrbsnU8qJwO3GKyw6WD1qwlumekTziMw)

[events.zoom.us/recording/share/Ci0PlvhFqJWHf0sv8d0jbyGrbsnU8qJwO3GKyw6WD1qwlumekTziMw](https://ala-events.zoom.us/recording/share/Ci0PlvhFqJWHf0sv8d0jbyGrbsnU8qJwO3GKyw6WD1qwlumekTziMw)

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

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.

Called to order at 1:34pm PST

Lawton will record action items

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) - online
- 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)
- Mr. Aaron W. Dobbs (LITA Division Councilor, July 1, 2016, to June 30, 2019) - departed at 3:15pm and returned at 4:05pm
- 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

- Brian Rennick (Financial Advisory Committee, July 1, 2018, to June 30, 2019)

Guests

- Mike Paulmeno

- Jacob Ineichen
- Randy Goble
- Lindsey Dorfman
- Janice Welburn
- Yvonne Dooley
- Abigail Goben - online

2. **Adoption of Agenda** – Kim

Motion: Dobbs moved and Cronk seconded to adopt the agenda

Motion Passed: by consent

3. **Announcements** – Kim

Encouraged everyone to attend the Top Tech Trends and Happy Hour events on Sunday.

Please also attend the LITA Town Hall meeting on Monday morning - there will be bacon.

4. **Introduction of Guests** – Kim

Expected Guests (approximate times)

- Lance Werner, Candidate for ALA President - 1:40pm
- Maggie Farrell, Candidate for ALA Treasurer - 2:10pm
- Andrew Pace, Candidate for ALA Treasurer - 2:25pm
- Julius C. Jefferson Jr., Candidate for ALA President - 3:20pm
- Tobin Conley and Jim Gibson, DelCor Technology Solutions – 4:00pm

5. **Adoption of Consent agenda** – Kim

Each item in the Consent agenda can be approved in one action. Any board members may request that any item be handled separately. Such items will be likely scheduled for Monday.

- MW DOC 19-2 ... Approve October 31, 2018, Minutes (PDF)
- MW DOC 19-3 ... Approve January 16, 2019, Minutes (PDF)
- MW DOC 19-4 ... Accept President's Report (PDF)
- MW DOC 19-5 ... Accept Vice President's Report (PDF)
- MW DOC 19-6 ... Accept Division Councilor's Report (PDF)
- MW DOC 19-7 ... Accept Executive Director's Report (PDF)
- MW DOC 19-8 ... Accept [Rowman and Littlefield December 2018 Publishing Report](#) (Private PDF in ALA Connect)
- MW DOC 19-9 ... Accept ALA Editions December 2018 Sales Report (PDF)

- MW DOC 19-10 ... Accept [FY18 Budget Narrative](#) (PDF)
- MW DOC 19-11 ... Approve Committee and Interest Group Renewals (PDF)
- MW DOC 19-12 ... Approve Governance Structure of the Metadata Standards Committee (PDF)
- MW DOC 19-13 ... Approve [2018 eLearning Solutions Proposal to Outsource Webinar and Course Logistics](#) (Online Vote)

Motion: Lawton moved and Cronk seconded to adopt the Consent Agenda

Motion Passed: unanimous

6. **EXECUTIVE SESSION: Presentation of the 2019 Election Slate** – Abigail Goben, Chair, 2019 Nominating Committee

- MW DOC 19-14 ... [2019 Election Slate](#) (Private PDF in ALA Connect)

Motion: Heller moved and Cronk seconded to move into executive session

Motion Passed: unanimous

Recording stopped: 1:56pm

Recording restarted about: 2:08

Motion: Yelton moves, no second needed, to accept the slate of candidates for the next LITA election, as presented by the Nominating Committee

Motion Passed: unanimous (absent the 3 candidates currently on the board, Weinraub, Lawton and Dobbs)

Motion: Farney moved and Cronk seconded to end the executive session

Motion Passed: unanimous

Break: 2:16-2:26 pm

Break continued by group photos taken until 2:45pm

7. **Discussion: LITA Forum** – Kim

A wide-ranging discussion covered the following points and ideas:

- Given the pause in the ALCTS, LLAMA and LITA merger discussions, how should LITA move forward with Forum. What would be the ideal format and content?
- Should it be a virtual event, an in-person event, both blended together, alternating formats from year to year?
- Could there be a group registration scheme as an additional attractive pricing structure?
- One approach would be to do a virtual Forum for 2019. The Financial Advisory Committee endorses this suggestion. Followed by an in-person event in 2020.
- The ALCTS e-forum method could be a model for a lightweight virtual format.

- Samvera Connect conference could be a model for attending live in groups and then continuing discussions afterwards in a virtual format.
- The virtual format could allow a chance to develop content and speakers on a shorter timeline and give new speakers an opportunity to try out presenting while using a low-cost model. It would lower expectations for polished, professional presentations in a more relaxed environment.
- Should the virtual Forum be a LITA-only production or should it include the other potential merging divisions? With a short timeline it might not be possible to include the other divisions and have them able to fully respond to any calls for programming and actively recruiting their content.
- The virtual forum could explore different engagement models. For example, presentations with chat questions versus more participation “meeting” styles with open discussions. High-end production versus basic webinars.
- The Board should develop an action item, to create a timeline to form proposals for a virtual event.
- More questions to consider: What is the purpose of Forum? Is it trailing edge information or a primarily member engagement and presenters conference?
- Can we create a Forum brand and use that to generate an image of what attendees can expect every year regardless of location or format?

Break: 3:30 – 3:45pm

- The Financial Advisory Committee and the 2019 LITA Forum Planning Committee could create proposals.
- A Virtual Forum could work with the Education Committee, especially if the decision was for a more informal format.

Action Item: Yelton and the Financial Advisory Committee and the Fundraising Committee will explore any and all Virtual Forum funding and sponsoring opportunities.

Action Item: Forum 2019 Committee Chairs will develop a timeline and format ideas for the April 2019 Board Meeting after checking with their committee members that they are on board for a Fall 2019 Virtual Forum. They will report back if such a Forum is not doable.

Action Item: Yelton will write up a Forum directive to go from the Board to the 2019 Forum Committee.

- For a 2020 in-person Forum, target sending out the conference RFP to possible locations earlier in an attempt to nail down a location and thereby restore the longer planning times for the Call for Proposals and the PR plan for building excitement.

Action Item: Have the Assessment and Research Committee create a better profile of Forum attendees and potential future attendees to consistently increase number of participants.

Motion: Dobbs moved and Cronk seconded to continue the meeting on Monday, January 28, 2019, from 1:30-4:30pm in the Washington State Convention Center, Room 310.

Motion Passed: unanimous

Note: The Joint ALCTS/LITA/LLAMA Board Meeting scheduled for 1:00-3:00pm on Monday, January 28, has been canceled since the membership vote has been postponed.

Meeting out of session at 4:35 pm

LITA Board Meeting II

[Updated – to be made into the motion on Monday by BK]

Monday, January 28, 2019

1:30-4:30pm PST

Washington State Convention Center, Room 310

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The Recording is at:

<https://ala-events.zoom.us/recording/share/8YZo939YfURNwGzssSKHKSnHlaMl3fk1HhflsuXQWv-wIumektZiMw>

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Called to order at 1:35pm PST

Lawton will continue to record Action Items.

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) - departed 3:45
- 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) – online and then departed at 2:45pm
- Amanda L. Goodman (Director-at-Large, July 1, 2017, to June 30, 2020) - online
- 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) - left at 10:55am
- Mr. Aaron W. Dobbs (LITA Division Councilor, July 1, 2016, to June 30, 2019) arrived 1:45pm and departed at 4:00pm
- 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

- Brian Rennick (Financial Advisory Committee, July 1, 2018, to June 30, 2019)

Guests

- Mike Paulmeno
- Jacob Ineichen

2. **Agenda Revisions** – Kim

Revisions: The Town Hall Meeting update will be a report in writing later, and there will be an earlier adjournment so Board members can attend the SCOE meeting on **Organizational Effectiveness and Governance Review** at 4:00pm

Motion: Kim moved and Yelton seconded the above revisions to the agenda

Motion Passed: unanimous

3. **Announcements** – Kim

The Happy Hour was good, at a nice location and was well attended.

The Town Hall Meeting had many good discussions.

The Top Technology Trends session had 175 attendees and room was properly sized.

4. **LITA Future/Finance in a Non-Merger Scenario** – Kim

Another wide-ranging discussion covering these points:

- What is the most important element of LITA membership?
- What makes a division feel like your home at ALA?

What if we don't merge:

- What are the financial things to continue working on with a delayed merger? Do we continue the recent approach to making decisions based on sustainability of LITA? What should be the focus areas?
- Forum versus a potential totally redesigned ALA Midwinter conference. The new Midwinter doesn't sound like the kind of event that will appeal to LITA members. It would be good to have two in person LITA events per year. Currently that's a minimum of ALA Midwinter and ALA Annual. In the future that would more likely be Forum and Annual. The question is how to achieve that transition.
- One idea for an approach would be to redeploy resources from Midwinter to Forum. Use the LITA net asset balance to see if the Forum can achieve growth goals within 5 years. If there is no merger, can the divisions cooperatively charge each other the member price for events? Starting with the idea of giving members the benefits of a merger without the full merger, which could be very difficult to achieve.

- On the ALA reorganization level can that include more divisions cooperating to achieve more goals? The usual ALA pace of change is likely to be quite a bit slower than current LITA needs, or expectations. Perhaps if ALA drops Midwinter then we could do some of the business meetings work at Forum?
- Can we continue to make sure to include those who cannot travel to in-person events and create online options at every turn? Make this approach a part of financial and inclusion sustainability planning. Interest Group participation is fully dependent on online usability. Interest Groups might need to combine in order to have enough active participants to support their activities. We could investigate moving towards the LLAMA communities of practice model where each group has stated activities and deliverables expected. Maybe focus Interest Group deliverables on either the Forum or other continuing education events. Interest Groups could more actively contribute to the financial revenue generation of the organization. Then the question is who tracks, supports, and directs the Interest Groups?

Action Item: Yelton will write up a proposal for Interest Group expectations.

Action Item: Cronk will write up a description of a solo division financial picture.

If we do merge:

- Based on the idea it will be one more year until a merge happens in the fall of 2020. Regardless of the merger process status, going forward with a Virtual Forum could be a positive for the next composition of "LITA". It could help to push the idea that LITA is a division that does NOT require travel to fully participate. And we can tap into member expertise for online instruction etc. to make it happen.

Action Item: Have Dobbs write a proposal that LITA will no longer participate in the Midwinter conference in 2020. Board will discuss the proposal at the 2019 Annual Conference.

Action Item: Kim will prepare the official statement to announce at LITA's non-participation in future Midwinters at ALA Annual if the proposal is approved.

5. **EXECUTIVE SESSION: Reflection on the New Division Discussion to Date** – Kim

Motion: Lawton moved and Cronk seconded to go into executive session

Motion Passed: unanimous

Motion: Lawton moved and Cronk seconded to end the executive session

Motion Passed: unanimous

6. **Review Action Items** – Kim and Lawton

Note that the deadline for all the action items is March 31, 2019, to allow time to review the various results and the Executive Director can add as necessary to the Board meeting documents for the next Board Meeting in April 2019.

- Before next LITA board meeting, develop timeline to determine Forum purpose/audience/content. (Williams/Forum team)
- Look into logical connections for a virtual Forum, for possible funding partnerships (Yelton/FAC)
- Condense Board discussion re: Forum goals/culture (Yelton)
- Consider Forum combinations/pricing models (Heller)
- Task ARC with delving into Forum attendee data. (Lawton)
- Begin 2020 Forum Committee appointments. (Morton-Owens)
- Create a proposal to strengthen Interest Groups (Yelton)
- Summarize discussion on solo division finances (Cronk)
- Before LITA Board Meeting at ALA Annual, create proposal for LITA to leave Midwinter (Dobbs)
- Once Dobb's proposal is ready, Kim will prepare the official statement to announce at Annual (Kim/Levine)
- Bylaws Committee recommendations for a proper online voting procedure - standard and expedited (Gambill/Bylaws)
- Follow-up on our LITA statement promise to offer the allyship/bystander online webinar - if needed. (Levine)

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

See action items

8. **Conduct Plus/Delta** – Kim

Plus: Articulated some of what is good about LITA such as free and open discussions. The executive session for candid discussion seemed very good.

Delta: Fewer guests than usual. How do we communicate that the meetings are open to anyone? Do we need more donuts?

9. **Adjournment**

Motion: Cronk moved and Lawton seconded to adjourn

Motion Passed: unanimous

Adjourned at 4:06 pm PST