To: ALA Executive Board

Re: Operating Agreement Work Group Update

ACTION REQUESTED/INFORMATION/REPORT: This report provides the Executive Board with an update on the activities of the Operating Agreement Work Group since it began its charge in August 2020.

CONTACT PERSON: Maggie Farrell, maggie.farrell@unlv.edu, ALA Treasurer and Operating Agreement Work Group Chair

DRAFT OF MOTION: None

DATE: January 15, 2021

BACKGROUND:
https://operatingagreement.ala.org/

The Operating Agreement Work Group was proposed during ALA Midwinter 2020 with a final charge and appointments in June 2020. The WG has met throughout the fall and meeting materials are available on our ALA website.

The WG has conducted preliminary analysis of the current Operating Agreement and are currently examining the individual sections of the Agreement. The WG also outlined characteristics of an ideal policy that facilitates collaboration and strengthens the entire association. The WG would like to modernize the policy not only due to it dated language but to reflect how we would ideally like to work across ALA. Following is a summary of the issues being considered:

- Title – the current title of Operating Agreement is dated and we should refer to this as its policy name: Policies of the American Library Association in Relation to its Membership Divisions.
- Round Tables – the Round Tables' relationship could be defined either as part of this policy or reexamined within its own already existing policy (A.4.3.3 Round Tables of ALA: Role and Function).
- Sec. 2, Values – this section title is confusing and actually refers to operational practices. It is likely that the WG will recommend that this moves to ALA's Operational Practices or within another policy or internal management document.
- Sequencing – the WG is considering changes at the same time as other initiatives such as Forward Together, Pivot Plan development, and internal operational discussions. The WG will monitor various association initiatives to be aware of potential impacts on the operating agreement or how better defining the division relationship might advance these initiatives.

- Financial/Overhead – the WG is focusing on aspects of the relationship before considering financial arrangements since finances should support the relationship; not define the relationship.
- Timeframe – the WG discussions are difficult and the timeframe may have been too ambitious especially given the demands on individual schedules. The WG will examine their anticipated final report due date of June 2021 and may request an extension.
- PBA Meeting – the Operating Agreement will be an agenda item during the joint PBA/BARC/Division Midwinter meeting.
- Comments, questions, and observations may be shared with WG members listed below. The Operating Agreement WG website also has a feedback email.

Operating Agreement Work Group members:

	Name	Position
Chair	Maggie Farrell	UNLV
Division Member	Clara Bohrer	West Bloomfield Township Public Library
Division Member	Diane Chen	Stratford STEM Magnet School Library
Roundtable Member	Sophia Sotilleo	Lincoln University (PA)
Membership Member	Miranda Bennett	University of South Carolina
Publishing Committee	Christine Dulaney	Library of Congress
SCOE Rep	Andrew Pace	OCLC
Member	Clara Harmon	Calumet City Public Library (IL)
Executive Board Member	Wanda Brown	ALA Past President
BARC Chair	Peter Hepburn	College of the Canyons
Division Staff	Tammy Dillard Steels	YALSA Executive Director
Division Staff	Kara Malenfant	ACRL Interim Executive Director
Division Staff	Kerry Ward	Core (previously LLAMA Executive Director)
Roundtable Staff	Lorelle Swader	Associate Executive Director
Finance Staff	Denise Moritz	Interim CFO
General Fund Staff	Melissa Walling	Director, Membership
General Fund Staff	Kathi Kromer	Director, Washington Office

ALA Personnel Supporting/Contributing to the WG:
Keith Brown
Marsha Burgess
Holly Robison

ACTIONS: None