

**Report to ALA Council
Policy Monitoring Committee
2020 ALA Annual Meeting**

In accordance with Policy A.4.2.6 of the *ALA Policy Manual*, the Policy Monitoring Committee (PMC) has reviewed all actions taken by the ALA Council during the 2020 calendar year for possible incorporation into, addition to, or changes to the *ALA Policy Manual*.

Based on Council actions at the Midwinter Conference in Philadelphia, PA the Committee has no Policy Manual updates to report.

The Committee met twice during spring 2020 and in consultation with President Julius Jefferson and ALA Staff Liaison, Marsha Burgess, we have decided that our focus going forward will be a review of the Policy Manual and the development of training materials for Council members.

Policy Manual Review

We have observed that the current policy has pieces of policy for ALA Council, policy for ALA's internal organization, pieces of ALA procedure, as well as Human Resources regulatory language. Each member of the PMC therefore has taken on the task of reviewing the current policy through a unique lens in order to move forward on developing a more cohesive and consistent document. We will:

- Analyze abstracts to determine alignment with Policy Reference File language.
- Review the policy to determine what parts are policy and which parts are procedure.
- Evaluate the Policy Manual contents, with input from the ALA Staff Liaison, to determine if language relating to internal employment functions should be removed.

Council Member Training

The Committee believes that introducing Councilors to the Policy Manual is critical to their understanding of the Association and the development of timely and impactful resolutions. We will create training for current and incoming Councilors, not only in the development of resolutions, but also in their understanding of what the Policy Manual offers.

In Conclusion

The Committee would like to thank outgoing member, Vivian Bordeaux, and welcome our incoming and continuing members Brenda Pruitt Annisette and Samantha Cordell Helmick.

We also thank our staff liaison, Marsha Burgess, for her knowledge sharing, patience, and cheerful, ready assistance which has clarified our work and helped us efficiently use our time!

Policy Monitoring Committee

Edward Sanchez, Chair

Vivian Bordeaux

Samantha Cordell Helmick

President Julius C. Jefferson, ALA Executive Board Liaison

Marsha Burgess, ALA Staff Liaison