

## Committee Information Update (CIU)

### Appendix I: Revised Form

#### COMMITTEE ANNUAL REPORT

Committee Name: ALA Conference Committee  
Conference Year: 2022-2023  
Committee Chair: Jennifer Ferriss  
Staff Liaison: Earla Jones  
Committee Members: Keturah Cappadonia, Kathy Carroll (ALA Exec. Board), Lori Dekydtspotter, Matthew Johnson, Lauren Kehoe, Charles Kratz, Jamie Kurumaji, Ziba Perez, Shellie Rich, Jillian Rudes, Barry Trott, Patty Wong (ALA Exec. Board)

Date of meeting(s)	Meeting format (in-person or virtual)	Number of members present	Guest Presenters, Speakers
7/19/2022	Virtual	5	
9/20/2022	Virtual	3	
10/18/2022	Virtual	8	Uta Hussong-Christian and Matthew Bollerman (Sustainability Committee)
11/29/2022	Virtual	10	
1/17/2023	Virtual	10	
2/21/2023	Virtual	9	

Committee Charge: To recommend additions and changes to ALA Policy 7 (Conferences and Meetings) as appropriate; to recommend policies to Council for the coordination and scheduling of conference programming and for simplification of meeting scheduling, including use of technologies; to recommend to Council policies guiding the selection of Conference and Meeting sites and dates; to review recommendations of specific sites and dates prior to their presentation by Conference Services to the ALA Executive Board; to recommend to Council and to ALA staff a means for communication with the membership to hear their concerns about Conference and Meeting procedures and policies.

Objectives of the committee for this conference year, including any planned activities:

1. Create and promote a safe and educational in-person experience in New Orleans for LLX
2. Begin the process of evaluating the sustainability of LLX in person and through a Digital Experience.

3. Create and promote a safe and educational in-person experience in Chicago for ALA Annual Conference

Describe interactions with other units within ALA: \_\_\_\_\_

Synthesis of activities (summarize discussions, decision(s) or motion(s) reached, and note follow-up action(s) required:

1. The Committee approved a Health Statement for LLX Annual to reduce the spread of COVID-19 for in-person participants. Registrant agrees to follow all health and safety guidelines announced by ALA and/or the facility prior to and during the event. Registrant acknowledges and agrees that they are attending LibLearnX voluntarily and at their own risk, and release and waive any claim they might have against ALA, and its officers, directors, employees, and agents for any and all liability or responsibility for any illness, damages, or injury whatsoever that they may incur in connection with their attendance at LibLearnX, including, without limitation, as a result of exposure to COVID-19 or the manner in which LibLearnX is conducted.

We agreed that Masking is highly recommended.

2. Carbon Neutral Conferences: The Resolution to Achieve Carbon Neutrality for ALA Conferences was passed by council in June 2021 and set a goal to achieve this by 2025. There has already been work done; since 2020 Midwinter, ALA has covered 50% of the carbon offsets as the part of doing business. Members have had the option to volunteer to offset at the time of registration, but this has yet to get us to 100% offsets.

We are asking for ALA to consider moving from 50% to 100%.

If the offset fee was rolled into registrations, it would probably be about \$10 per registration. A conference that produces 12 metric tons of carbon would cost approximately \$140K. There is a formula that considers hotels, space, transportation, and travel to conference.

The ALA Conference Committee would like the ALA Executive Board to look at this as a wholistic contribution and not just limit to the registration fee; consider this a part of doing business.

3. Digital Experience: Digital Experience: ALA Annual Conference 2022 and LLX 2023 had lower than anticipated participation in the Digital Experience. We want to ensure that conference is accessible to our members while being mindful of the cost associated with staff and vendor time to edit and create captions. ALA has a long history of committing to offering an accessible conference experience and an accessible digital experience should be considered as part of that commitment. The Digital Experience is not just about convenience, it is about access to content to users with a variety of access needs. We would like the Executive Board to consider accessibility as a factor when deciding the future of the Digital Experience.

Reference: Final Report of ALA's Conference Accessibility Task Force (CATF) [cd 37 1 catf rpt 62017 inf](#)

4. Evaluating LLX: January 2023 was the first in-person LLX. The Digital Experience, In-person attendees, Councilors and the Vendors had an opportunity to evaluate the conference by survey. Survey takers were asked if they would participate in a Focus Group this Spring so that we can dive deeper into how to make sure future midwinter events are successful.

5. Programming juries: This year the ALA Program Jury was not at full capacity which resulted in myself and the Jury Chairs to take time to review several programs so that each submission had at least 3 reviews. ALA Affiliates and Round Table representatives typically make up the Jury which results in content experts evaluating proposals based on innovation and relevance, but the timing for ALA liaisons to get names does not always work with the timeline. Academic and School Librarians may not be working over the summer; August is typically a time of year for vacations or transitioning back to school. If we waited to begin the process in September/October, we would not be confirming programs until March or April. The ALA Conference Committee meets in November for 3-4 hours to determine the schedule for Annual so that registration can open in February.

This past year there were 421 submissions completed and 180 will slotted. The ALA Jury focuses on approximately 100 submissions each year with room for 45 programs.

This year we anticipate that AC2024 proposal will be accepted August 14 through September 18, 2023. We will need a jury in place by September 2023 with the reviews taking place the end of September through October.

We are working on changing the Charge of the ALA Conference Committee to include reviewing programs for Annual Conference to meet deadlines and provide a robust review of proposals.

6. EB Referral for CD#52 **Resolution on Revising the Code of Conduct to Include Online Activity**

The committee will discuss CD#52 and the resolve clauses and prepare a report for Council at ALA Annual 2023.

*Resolved, that the American Library Association (ALA):*

1. revises the Code of Conduct for conferences and meetings to include harassment towards participants, including but not limited to members, staff, vendors and speakers online and via social media platforms as unacceptable behavior
2. urges conference and meeting participants to refrain from posting content online that might defame, negatively affect or otherwise cause harm to individuals or institutions.

If unable to achieve desired committee outcomes, what hampered the ability to achieve stated goals (lack of resources, member participation, communication issues, procedural delays, etc.?)

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Priorities/recommendations for the upcoming year: Our priority for the upcoming year will be to evaluate the direction of digital offerings with conference.

Other comments/information you believe will help the Association in its work: \_\_\_\_\_

Submitted by: Jennifer Ferriss Date Submitted: 2/28/2023