

TO: ALA Executive Board

SUBJECT: Council Hybrid and Registration Meeting Discussion for LLX 2023 and future conferences

BOARD REQUEST: Board Action

ACTION REQUESTED BY:

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DRAFT OF MOTION:

ALA Executive Board [approves/rejects] holding hybrid governance sessions (Council/Bylaws Convention/ALA Governance Institute/ALA Executive Board Meeting) during the 2023 Library Learning Experience in New Orleans, January 27-30, 2023.

ALA Executive Board approves *[insert option]* that ALA Councilors/Participants attending virtually **[do/do not]** need to register and that ALA Councilors/Participants attending in person **[do/do not]** need to register for the 2023 Library Learning Experience (LLX) Event in New Orleans January 27-30, 2023 to attend the ALA Hybrid Council Meetings.

DATE: September 19, 2022

BACKGROUND:

The ALA Executive Board voted to approve holding the first hybrid Council Meetings during the 2022 Annual Conference in Washington DC on June 25-27, 2022.

At the 2022 Spring Board Meeting, the ALA Executive Board approved *“councilors and committee members who are attending meetings listed in the scheduler during Annual Conference to register at the early bird rate for three (3) weeks after the announcement of the requirement before regular registration rates are imposed. Note: Councilors and committee members who already registered will be honored with the early bird rate.”*

Therefore, Councilors who plan to attend in person needed to register for Annual Conference, while Councilors who plan to participate virtually needed to register for the Digital Experience to participate in the ALA Council Meetings.

The precedent is that Councilors would pay to attend the in-person ALA Council meetings as it has been associated to a major ALA Conference event (Midwinter and Annual Conference). Per A.7.4.5, *“Registration at Annual Conferences and Midwinter Meetings is required of all those attending all other meetings of the Association, its units, committees, etc., except as specifically waived by action of the Executive Board.”*

Due to the pandemic starting in 2020, ALA Governance hosted virtual Council meetings and Councilors did not have to pay to attend the Council meetings virtually. For example: during the 2022 Library Learning Experience (LLX), Councilors who

attended the virtual Council Meetings during LibLearnX did NOT pay. If they attended the LLX program/event virtually, they paid for registration.

The ALA Executive Board is being asked to consider whether to hold council *hybrid* meetings and the structure of registration fees, if any for the LLX 2023 and future conferences. Please note: The Council Sessions being held at LLX includes a special session, called the ALA Bylaws Convention. This convention provides the opportunity for Councilors to finalize the ALA Bylaws for membership vote on the spring 2023 ballot.

ATTACHMENTS:

- Councilor Registration - Financial Information/Analysis
- Board Discussion/Considerations
- ALA Councilor Meeting Evaluation Results from the 2022 Annual Conference
- ALA Governing Document References (ALA Constitution, Bylaws, and Policy)

Councilor Registration - Financial Information/Analysis

Annual Conference Financial Analysis

Conference Services shared the following financial data and analysis.

Governance AV/Internet cost: \$80,046

- Council \$40,105
- Council Streaming \$21,500
- Board \$18,441

Council Registration Data

- 33 Digital
- 125 in person
- 21 did not register

Per the breakdown above, the streaming required for the Hybrid Council meeting cost \$21,500. Virtual participants were required to pay the Digital registration fee of \$250. With 33 participants @ \$250 each = \$8,250. The actual per person cost for the Hybrid Council streaming was \$651 per person.

Councilor Attendance Analysis

Attendance and registration data was reviewed from 2018-2021. The estimated registration revenue is roughly **\$90-100K* per year** from Councilors who attended the in person Midwinter Meeting and Annual Conference.

	Midwinter	Annual Conference	Total
Total Estimated Average Councilor Registration Revenue per year	\$44K	\$56K	\$100K

**This is a rough estimate. Figure was determined by the # of Councilors in attendance and registration fees. Cost may vary as registration cost is based on membership status and pricing tier timeframes.*

Attendance records indicate that 90% of Councilors attended in-person Council meetings before the pandemic. During the pandemic, 90% of Councilors attended the virtual Council meetings. This is a data point to make note as Council attendance has remained the same regardless of Council meetings being held in person or virtual. Therefore, Council meetings being held virtually had no impact on a Councilor’s attendance/engagement.

However, in 2020-2022 the percentage of Councilor’s participation in programs held virtually (Annual Conference and Midwinter/LLX events) were less than the in-person conferences pre-pandemic. The numbers below indicate the percentage of Councilors who attended a virtual event not associated with a Council or governance meeting.

	Avg Pre-Pandemic In-person Events <i>(no virtual was done)</i>	IN PERSON	VIRTUAL			IN PERSON
		2020 AC	2021 MDW	2021 AC	2022 LLX	2023 AC
Percentage (%) of Councilor Registration	90%	78%	79%	68%	51%	88%
Registration Revenue	\$50,000	\$18,754	\$9,775*	\$15,893	\$13,646	\$46,245

**Most transferred their registrations from when Annual 2020 cancelled and went virtual.*

Note: Divisions and Round Tables do not financially support their Councilors to attend Annual Conference or the January event. Conversely, most Chapters do financially support their Chapter Councilors to attend Annual Conference or the January event.

Board Discussion & Considerations

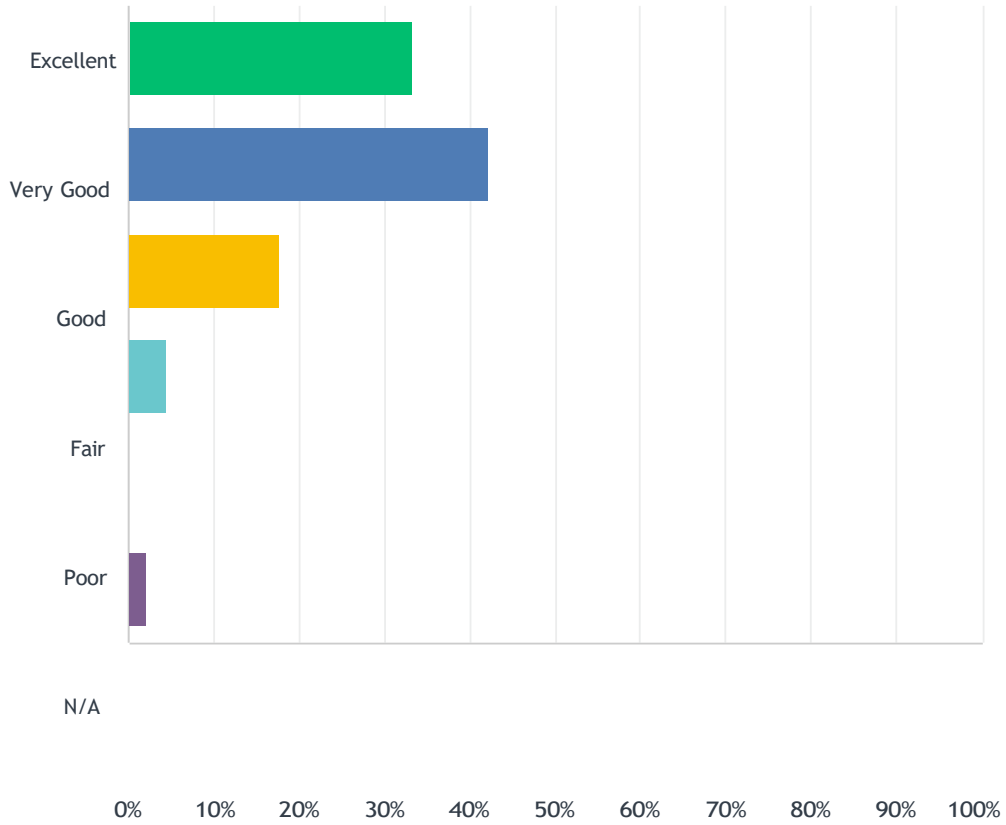
	Participants (in-person)	Participants (virtual)
First Consideration: Hybrid vs. In-person Only for Governance sessions		
Option A: A hybrid option will <u>not</u> be provided for ALA Governance programs at LLX.	Pay LLX registration	N/A
Option B: A hybrid option will be provided for [all/selected] ALA Governance programs at LLX: <ul style="list-style-type: none"> • ALA Bylaws Convention • ALA Council Meetings • ALA Governance Institute • ALA Executive Board Meeting 	Pay LLX registration	See options below

	Participants (in-person)	Participants (virtual)
Second Consideration: Registration for Participation		
Option A: Do <u>not</u> pay to attend the ALA Governance Hybrid meetings.	Do not pay	Do not pay
Option B: In person participants do pay LLX registration while virtual participants do <u>not</u> pay to attend ALA Governance Hybrid meetings.	Pay LLX registration	Do not pay
Option C: In person participants do pay LLX registration while virtual participants pay to attend the Digital Experience at a regular (\$380) or discounted rate to attend ALA Governance Hybrid meetings.	Pay LLX registration	Pay Digital Experience (regular or discounted price)*
Option D: Participants interested to only attend ALA Governance Hybrid meetings and not the LLX programming will pay a separate fee to participate.	Fee determined by the EB	Fee determined by the EB

**If participants need to pay to attend the Hybrid Council meetings, then an assumption is made that this is also the case for quests/observers.*

Q1 Overall, how would you rate the ALA Council Meetings?

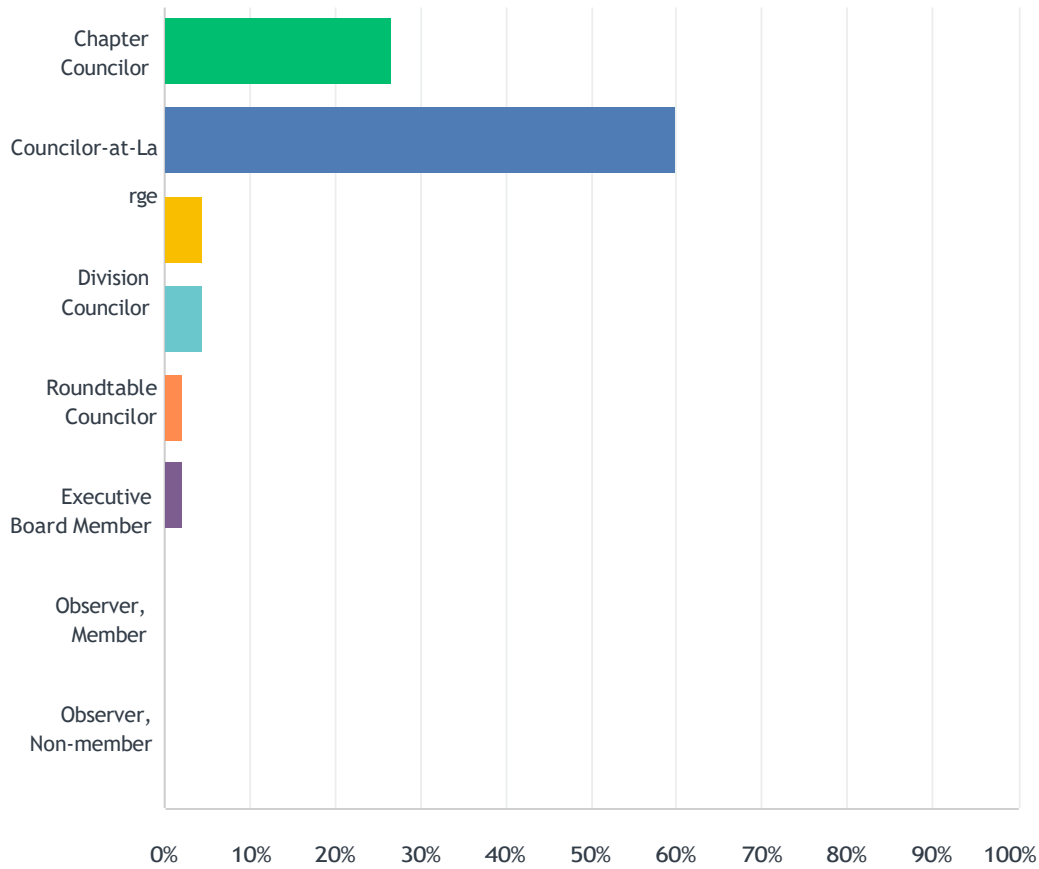
Answered: 45 Skipped: 0



ANSWER CHOICES	RESPONSES	
Excellent	33.33%	15
Very Good	42.22%	19
Good	17.78%	8
Fair	4.44%	2
Poor	0.00%	0
N/A	2.22%	1
TOTAL		45

Q2 Association your role in participating in the ALA Council Meetings:

Answered: 45 Skipped: 0

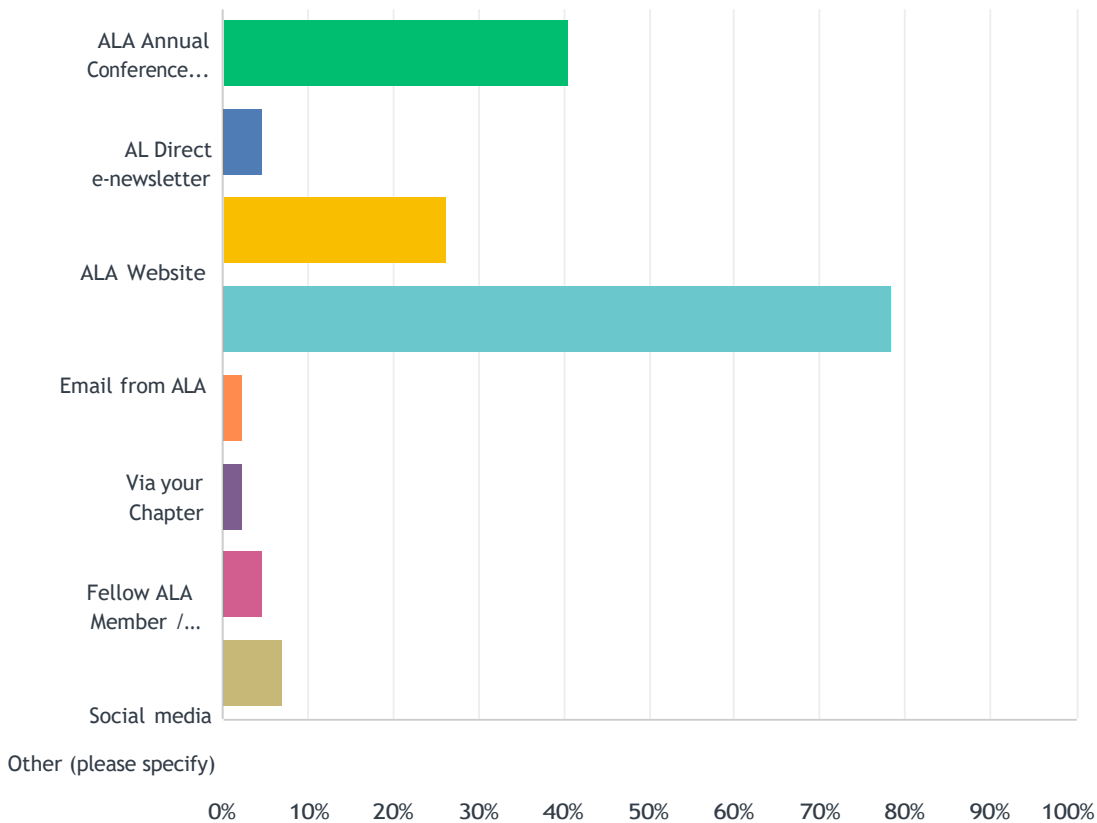


ANSWER CHOICES	RESPONSES	
Chapter Councilor	26.67%	12
Councilor-at-Large	60.00%	27
Division Councilor	4.44%	2
Roundtable Councilor	4.44%	2
Executive Board Member	2.22%	1
Observer, Member	2.22%	1
Observer, Non-member	0.00%	0
ALA staff	0.00%	0
Other (please specify)	0.00%	0
TOTAL		45

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Q3 How did you learn about the Virtual Council Meetings?

Answered: 42 Skipped: 3

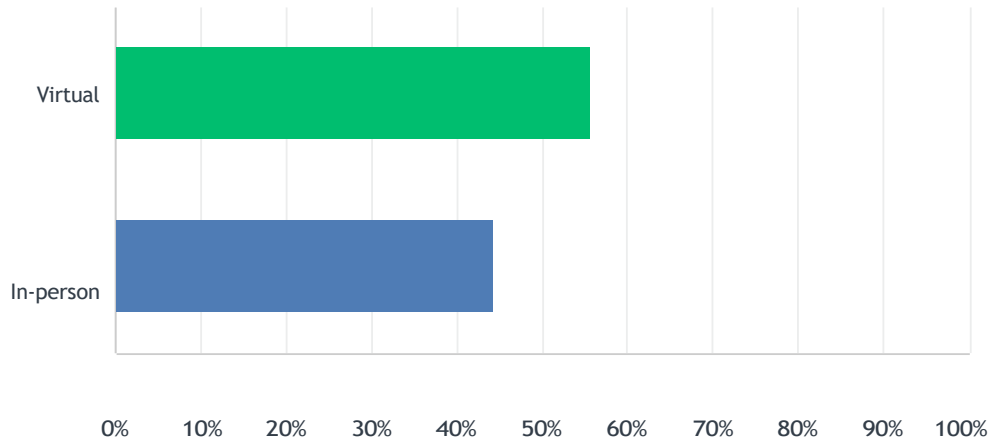


ANSWER CHOICES	RESPONSES	
ALA Annual Conference Webpage	40.48%	17
AL Direct e-newsletter	4.76%	2
ALA Website	26.19%	11
Email from ALA	78.57%	33
Via your Chapter	2.38%	1
Fellow ALA Member / Colleague	2.38%	1
Social media	4.76%	2
Other (please specify)	7.14%	3
Total Respondents: 42		

#	OTHER (PLEASE SPECIFY)	DATE
1	council listserv	7/21/2022 11:25 AM
2	Council Listserv	7/21/2022 10:42 AM
3	Councilor Connect	7/20/2022 6:19 PM

Q4 How did you participate?

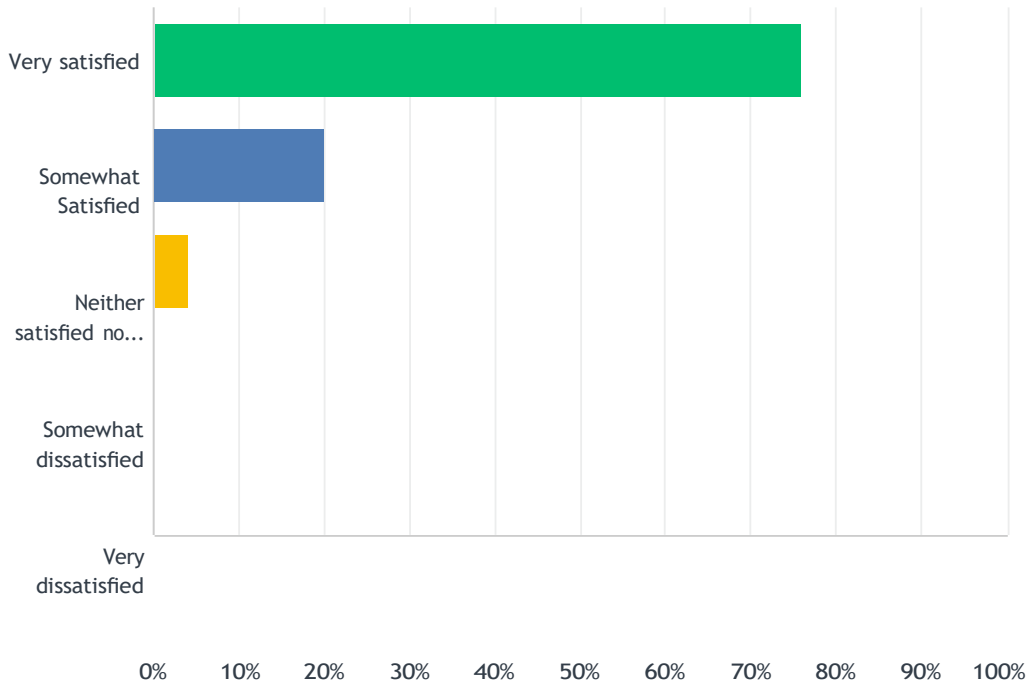
Answered: 45 Skipped: 0



ANSWER CHOICES	RESPONSES	
Virtual	55.56%	25
In-person	44.44%	20
TOTAL		45

Q5 How would you rate your overall SATISFACTION with the Zoom WEBINAR platform?

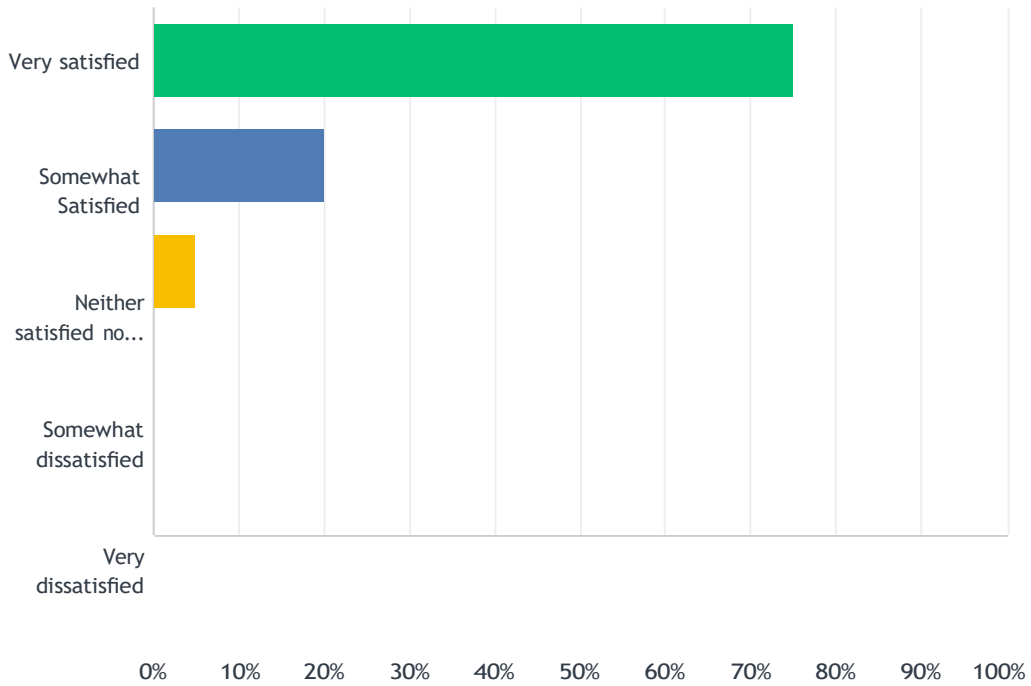
Answered: 25 Skipped: 20



ANSWER CHOICES	RESPONSES	
Very satisfied	76.00%	19
Somewhat Satisfied	20.00%	5
Neither satisfied nor dissatisfied	4.00%	1
Somewhat dissatisfied	0.00%	0
Very dissatisfied	0.00%	0
TOTAL		25

Q5 How would you rate your overall SATISFACTION with the onsite MEETING ROOM logistics

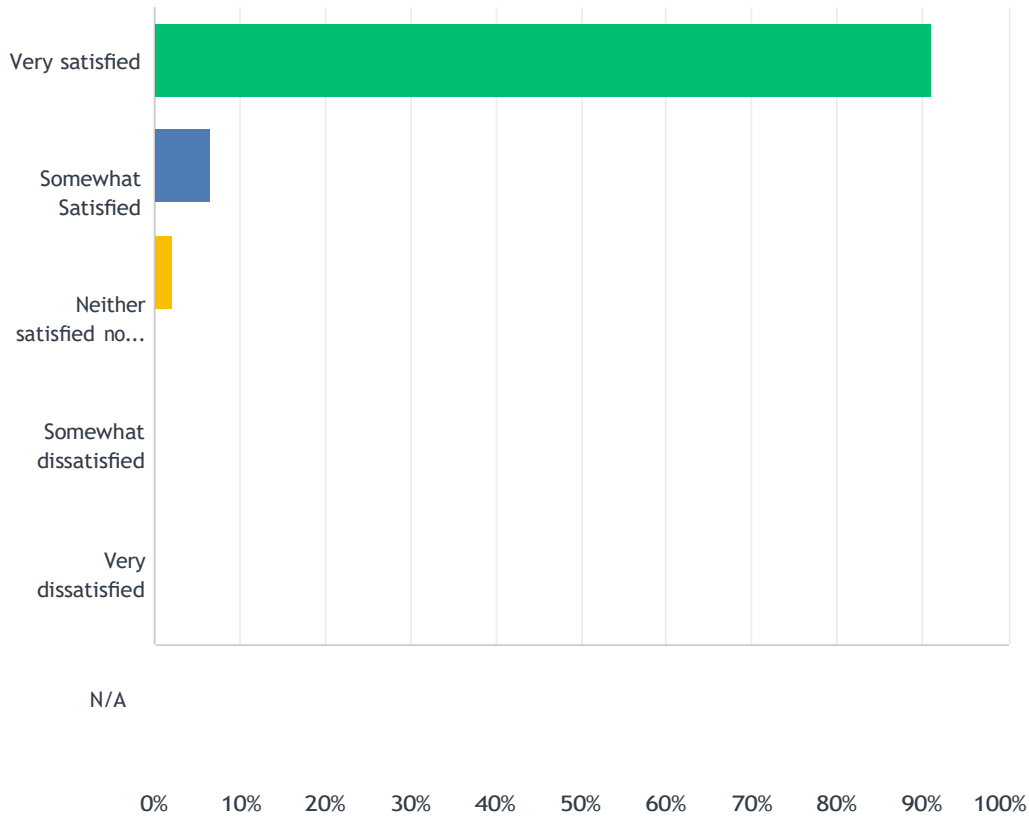
Answered: 20 Skipped: 25



ANSWER CHOICES	RESPONSES	
Very satisfied	75.00%	15
Somewhat Satisfied	20.00%	4
Neither satisfied nor dissatisfied	5.00%	1
Somewhat dissatisfied	0.00%	0
Very dissatisfied	0.00%	0
TOTAL		20

Q7 How would you rate your overall SATISFACTION with the REAL-TIME VOTING TOOL?

Answered: 45 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very satisfied	91.11%	41
Somewhat Satisfied	6.67%	3
Neither satisfied nor dissatisfied	2.22%	1
Somewhat dissatisfied	0.00%	0
Very dissatisfied	0.00%	0
N/A	0.00%	0
TOTAL		45

Answered: 22 Skipped: 23

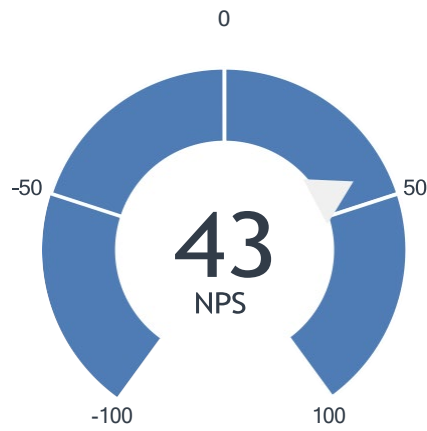
#	RESPONSES	DATE
1	We need a better system of scanning mics in room and interleaving with online requests to speak. It would be good to know who is online (as a displayed list on a screen in the room???)	7/29/2022 11:11 AM
2	I thought the set up was excellent. I am thinking of coming for Midwinter because I think all of the debate about the bylaws might be easier to participate in person, but I found the hybrid option fantastic! On a different not, is it possible to schedule Council III for 3 hours? We always end up extending, so why not just make it longer? Thanks for letting me share!	7/22/2022 10:41 AM
3	I hope that those attending in person and those attending virtually should have equal opportunities to speak. Many could not attend in person for various reasons, so we need to provide equitable opportunities to speak to all attendees, regardless of their methods to attend in person or virtually. (I attended in person.)	7/22/2022 6:29 AM
4	I'm concerned that there were only 120 to 130 votes cast (out of ~180+ Councilors) in most of the voting opportunities. What kept 40 to 50 of our Councilors away from the meeting? How does this compare to previous in-person and previous all-remote Council meetings?	7/21/2022 11:58 AM
5	I did a combination of face-to-face and virtual participation.	7/21/2022 11:26 AM
6	ALA staff and the parliamentarians did an incredible job of accommodating virtual speakers and in-person speakers. Thank you for all of your help. One thing I would like to mention is that the room was smaller and that did not make sense to me during the pandemic. While I understand there were virtual attendees it seemed like we weren't able to physically distance from each other as easily with the smaller room.	7/21/2022 10:45 AM
7	I think ALA staff did a fantastic job managing the meeting and I was impressed at how smoothly everything ran.	7/21/2022 7:07 AM
8	I greatly appreciated the efforts of staff, Eli and our past president to manage the challenge of a live and virtual format.	7/20/2022 11:10 PM
9	Please keep on time, feels like it doesn't stay in the same time as scheduled and goes over .. I have recommended new colleagues to join ala council - they all find it invaluable virtually !	7/20/2022 8:13 PM
10	charge extra and provide coffee/tea, esp for Council 3	7/20/2022 7:32 PM
11	There were issues with ensuring that virtual attendees were able to speak. I would suggest a virtual option for forming a queue--much like the voting tech. In person attendees could use their phones to "get in line" for a chance to speak. If the list of people wanting to speak is shown online and in the meeting room, then the person has time to make their way to a microphone before it's their turn. This would be great for people with disabilities who may not be able to stand in a line at a microphone for several minutes.	7/20/2022 4:08 PM
12	I felt that the virtual portion went very smoothly. Please continue these on as an option. I do think the \$\$ should be less as I did not attend any of the other virtual options.	7/20/2022 3:31 PM
13	It would have been nice to see who was participating virtually and see them when they spoke during the meeting just as we could see fellow councilors in the room. I did not feel like it detracted from the meeting not seeing them and only hearing them.	7/20/2022 3:25 PM
14	For a first-time endeavor, this went spectacularly. I am so appreciative of the work ALA staff did to make this happen. I look forward to seeing how we refine this hybrid model in the future - so much potential to make Council more inclusive!	7/20/2022 3:19 PM
15	I found the virtual participation to be very distracting. I would encourage ALA to hold in-person only Council meetings in the future.	7/20/2022 3:17 PM

I really appreciate how hard the staff worked to make this work so well. I would say that participating virtually is an isolating experience. I hope ALA will look for ways for virtual Councilors to be more engaged. We were not aware of who else was participating virtually and were not permitted to chat with each other. I would respectfully ask that decision to be reconsidered. Councilors in attendance are allowed private conversations with each other. I think Councilors attending virtually should be afforded the same ability to interact with other virtual participants.

17	Turn off all microphones or make sure that you are not near a microphone because virtually, you can hear the conversations	6/26/2022 10:04 AM
18	More space for visiting members	6/26/2022 9:03 AM
19	This has gone so much better than I imagined. Thank you for all of the work to make the hybrid event as good as being there in purpose.	6/26/2022 8:10 AM
20	All Council related meetings should be made virtual during the Digital Experience. By attending virtually, I am not able to access all things Council e.g. Information/Membership session and the Orientation. These sessions are very important to a new Councilor-At-Large.	6/25/2022 5:46 PM
21	It's not a bad start to the hybrid meetings, however there are some issues for the Zoom attendees. 1) tech support and Q/A were combined into the Q/A -- this is problematic as it clutters up the questions and requests to speak. I had two questions/comments that were never mentioned. The Q/A was also cluttered by chat because chat was not available to participants (only to host and panelists).2) There needs to be a better way to share live amendments because there was no ability for me to pin the specific screen showing the text. Spotlighting didn't work because the other 2 screens continued to display. As a result the text was very small and hard for me to read. ALA Staff also need to take ADA accessibility into consideration when setting up their slides - the "Vote" text in turquoise does not have enough contrast.	6/25/2022 4:27 PM
22	Keeping it virtual please!	6/25/2022 1:33 PM

Q9 How likely is it that you would recommend observing the COUNCIL MEETING to a friend or colleague?

Answered: 42 Skipped: 3



DETRACTORS (0-6)	PASSIVES (7-8)	PROMOTERS (9-10)	NET PROMOTER® SCORE
10% 4	38% 16	52% 22	43

ALA Governing Document References (ALA Constitution, Bylaws, and Policy)

There is reference in the **ALA Policy** that registration is required at Annual Conference, but can be waived by the Executive Board.

ALA Policy

A.7.4.5 Registration at Conferences and Midwinter Meetings (Old Number 7.4.5)

ALA members may attend general membership and council meetings, whenever and wherever held, by showing either a conference badge for the day of the meeting or a current membership card. Registration badges shall be shown for admission to all other meetings.

Registration at Annual Conferences and Midwinter Meetings is required of all those attending all other meetings of the Association, its units, committees, etc., except as specifically waived by action of the Executive Board.

On the **ALA website**, it is advertised to ALA Councilors it is expected for them to attend ALA Council Meetings and must register for conference.

ALA Website

“Council meets during both the Midwinter Meeting and Annual Conference. **All councilors are expected to attend each of the scheduled ALA and APA council meetings.** If you are unable to attend Council or must leave early, please notify Marsha P. Burgess, mburgess@ala.org in writing of your absence/departure. Failure to do so will result in an unexcused absence in your official voting record, which is posted on the ALA website.”

“You must be officially register for each Midwinter Meeting and Annual Conference and wear your badge and council ribbon at all Council meetings. You may pick up your council ribbon at the ALA badge pick-up area or get one from Council chambers. Special badges denoting Chapter councilors are also available at the badge pick-up table.”

ALA Council Website: <https://www.ala.org/aboutala/attendance-at-council-meetings>

There are no specific references to Council and Conference Registration requirements in the ALA Constitution and ALA Bylaws, but relevant references are listed here for your information.

ALA Constitution

Article VI. Council

Section 1.

- *The Council of the American Library Association shall be the governing body of the Association. The Council shall delegate to the several divisions of the Association authority to plan and carry out programs and activities within assigned fields of responsibility and in accord with general Council policy.*
- *The Council shall determine all policies of the Association, and its decisions shall be binding upon the Association, except as provided in Section 4.c. of this Article.*

Section 2. Councilors shall be chosen as specified in the Bylaws of the Association.

Section 3. Seventy-five voting members of the Council shall constitute a quorum.

Section 4.

- *The Association by a vote at a membership meeting may refer any matter to the Council with recommendations and may require the Council to report on such matter at any specified session of the Association.*
- *Any question of policy may, by a majority vote of the Council, be submitted to the Association to be voted upon either at a membership meeting or by mail as the Council may determine.*
- *Any action of the Council may be set aside by a majority vote by mail in which one-fourth of the members of the Association have voted. Such vote by mail shall be held upon petition of one percent of the personal members as certified by the Executive Director of the Association.*

ALA Bylaws

Article IV. Council

Section 1.

- *Council membership requirement. No person, including a representative of a state, provincial, or territorial chapter, may serve on the Council unless a personal member of the American Library Association.*
- ***Meetings. The Council shall hold at least two meetings each year. Such meetings shall be held, one at the time and place of the annual conference of the Association and one not less than three months before the next annual conference, at a time designated by the Executive Board. The latter shall be called the midwinter meeting. Other meetings may be called by the president and shall be called upon request of twenty members.***
- *Officers. The president, president-elect, and the executive director of the Association shall serve as officers of the Council, the executive director serving as its secretary. The presiding officer may vote only in case of a tie and the executive director shall not have the right to vote.*

Section 2.

- *All personal members of the ALA shall be eligible for nomination to Council from their respective constituencies, as indicated in Article IV, Section 2(b), (c), and (d), without regard to any other prerequisites.*
- *Each state, provincial, and territorial chapter shall be entitled to one councilor to be elected for a term of three years by the members of the chapter.*
- *Each division of the Association shall be entitled to one councilor to be elected for a term of three years by the members of the division.*
- *Those round tables with Personal Membership equal to or greater than one percent of ALA's total Personal Membership shall be entitled to elect one councilor each, and the remaining Round Tables jointly shall be entitled to one councilor to be elected for a term of three years by the members of the respective round tables. A councilor elected under this Article shall continue to serve without prejudice to any change that might occur in the size of the membership of their round table. For the purposes of this section, the Personal Membership of each round table and the Personal Membership of ALA shall be fixed as of August 31st of each year.*

- *One hundred councilors shall be elected by the Association at large, one third being elected each year as provided in Article III, Section 1(c) of the Bylaws.*
- *All members of the Executive Board shall automatically be members of the Council.*
- *No person shall serve simultaneously as a member of the Council elected by a chapter or a division or a round table and as a member elected by the Association at large. A person who is a member by virtue of being a member of the Executive Board may simultaneously be a regularly elected member according to paragraphs (b), (c), and (d), but such person shall have but one vote.*

Section 3. All elected at large, divisional, and roundtable councilors, except those elected to fill vacancies, shall serve terms of three years, commencing at the adjournment of the final ALA Council meeting of the annual conference following their election.

Section 4. Each chapter shall accredit its councilor to the secretary of the Council in advance of the first meeting after the election.

Section 5. A vacancy in the membership of Council representing the Association at large shall be filled at the following election to complete the unexpired term and take effect immediately after the election is certified.

Section 6. A vacancy in the membership of Council representing a state, provincial or territorial chapter, division or round table of the Association may be filled by the chapter, division or round table on an interim basis. Each chapter, division or round table shall accredit its interim councilor to the secretary of the Council in advance of the first meeting after selection. The interim councilor shall serve as a voting member until the next regularly scheduled election or for a maximum of one year, by which time an election shall have been held to elect a successor.

Section 7. If a member is elected to Council as an at-large councilor, but declines the position during the period between the announcement of the annual election results and the seating of the new Council at the conclusion of the Annual Conference, the seat will be filled by the candidate who received the highest number of votes among the candidates who were not elected the annual election.

Section 8. If a member is elected to Council as a division or round table councilor, but declines the position during the period between the announcement of the annual election results and the seating of the new Council at the conclusion of the Annual Conference, the seat will be filled by the candidate who received the next highest number of votes in the annual election. If the election of a division or round table councilor was not contested, the division or round table shall accredit an interim councilor to the secretary of the Council in advance of the first meeting after selection. The interim councilor shall serve as a voting member of Council to represent the division or round table until a councilor is elected in the next annual election and is seated in the new Council at the conclusion of the following Annual Conference.