

American Library Association
Committee Information Update

Please note: ALA and Council committees are required to **submit an update of their activities within one-month after each Midwinter Meeting and Annual Conference.**
This form will be sent to the ALA Council and the ALA Committee on Organization.

Report for Midwinter ___X_____

Report for Annual Conference _____

Name of Committee: Training, Orientation and Leadership Development (TOLD)

Committee Chair: Cal Shepard

Committee Members

Present: Cal Shepard (Chair), Tahirah Akbar-Williams, Miranda Bennett, Sarah Dentan, Phyllis D. Fisher, Jill Sodt, Gary W. White, Brooke Ballard (Intern), Kim Copenhaver (Intern) and Lorelle Swader (staff liaison).

Committee Members Absent:

Absent: LaVerne Gray, Janel Kinlaw, Linda A. Kopecky, Alyssa Novak, Robert Banks (Executive Board Liaison).

Others Present:

Accomplishments [at this meeting], a concise account:

- Reviewed Intern Program
 - developed communication plan for January - June 2014
 - planned Intern Meet & Greet for Annual Conference 2014
 - discussed September webinar and other ideas to improve the program
- Reviewed Strategic Leadership meeting session and agreed on changes needed
 - Invite COO Chair to present
 - Create "What Chairs Need to Know" checklist with calendar and deadlines
 - Create "Tips for New Chairs" handout
 - Appoint subcommittee to develop "Exit Interview" format for departing committee chairs and interns
- Briefly discussed Member Leader Resources page on ALA Connect

Planned activities for upcoming year, a concise account:

- Offer intern Meet & Greet at ALA Annual pm Friday, June 27
- Send monthly communication from TOLD to Chairs and Interns
- Review and revise agenda for Leadership training at Annual 2013
- Appoint subcommittee to design an exit interview survey for Chairs and interns.

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

- Attendance by new Committee Chairs at the TOLD sponsored Leadership Training event at Annual is VERY important. Any actions that encourage Chairs to attend are most welcome!

Submitted by: Cal Shepard

Date Submitted: February 5, 2014

Please return the completed form to Kerri Price, (kprice@ala.org) COO Staff Liaison, American Library Association, 50 E. Huron Street, Chicago, IL 60611.