

**YALSA Board of Directors Meeting
ALA Midwinter Meeting, Atlanta
January 20 - 24, 2017**

Topic: Executive Director’s Goals for FY17

Background: At each Midwinter Meeting the Executive Director submits her goals to the Board. It is the responsibility of the Board to provide her immediate supervisor with feedback about the Executive Director’s performance at the end of each fiscal year. The goals can help guide the feedback the Board provides. Beth Yoke has submitted the information below.

Action Required: Consent

There are 2 sets of goals included in the following chart: YALSA’s goals and the Executive Director’s personal goals. YALSA’s goals are developed based on the YALSA Strategic and Action Plans. The Executive Director’s goals are developed based on the YALSA Strategic and Action Plans and YALSA Goals.

FY17 Unit & Personal Goals

Efficiency & Improvement

Goal	Accountabilities	Performance Measures
<p>YALSA: By August 31, 2017, YALSA will have completed an organizational re-structuring to realign resources so that they support the Organizational Plan that was adopted by the Board in the 3rd quarter of FY16</p>	<ul style="list-style-type: none"> • Board discussions and decisions • A review of YALSA’s internal (staff) and external (member groups) structure is completed and action is taken based on Board recommendations 	<ul style="list-style-type: none"> • New structure is in place • Work outputs of member groups and staff • Board documents, notes and minutes from Board meetings • Communications aimed at members about the restructuring process
<p>Personal: BY: By Aug. 31, 2017, I will have worked with YALSA’s board to complete an evaluation of YALSA’s committee structure and worked with staff to implement a transition to a new format</p>	<ul style="list-style-type: none"> • Review staff responsibilities and modify as needed to align with new structure • Assist the President with Board level discussions and decision making around restructuring • Work with staff to determine how the work of some sunseting committees will shift to staff 	<ul style="list-style-type: none"> • Updated staff PCDs • Transition plan in place for moving selected work from committees to staff • Documents for Board, staff and members to illustrate the re-structuring process • Communications with member leaders and staff

Financial Performance

<u>Goal</u>	<u>Accountabilities</u>	<u>Performance Measures</u>
<p><u>YALSA:</u> By August 31st 2017, YALSA will have expanded its capacity to monitor fiscal issues and to engage with funders and partners</p>	<ul style="list-style-type: none"> • A 2017 fundraising plan is in place • Audience(s) identified for member recruitment campaign • Continue to seek new corporate sponsors and partners • Apply for grant funding to support new priorities 	<ul style="list-style-type: none"> • Fundraising activities • Other action items as determined by the outcome of board discussions • Number of new members recruited • Amount of funds raised • At least two grant applications are submitted
<p><u>Personal:</u> <u>BY:</u> I will have worked with member leaders to re-envision the Board and Executive Committee’s roles in financial oversight and management</p>	<ul style="list-style-type: none"> • Work with the Executive Committee to redefine their role, and to incorporate a new fiscal oversight role into their work • Work with the Fund & Partner Development Board Sub-Committee on fund and partner outreach and long term financial strategies • Work with the CE Consultant to write and submit grants 	<ul style="list-style-type: none"> • Communications with Board, Fund & Partner Development Board Sub-Committee, Financial Advancement Committee, ALA Finance and ALA Development • Reports for board • Grant proposal(s) written and submitted • Communications with potential sponsors and funders • Planned Giving plan is adopted and in place • Updated job descriptions for Executive Committee members • New resources in place for Executive Committee members • Grant proposals

Members/Customers/Partners

Goal	Accountabilities	Performance Measures
<p><u>YALSA: By August 31st 2017, YALSA will have more short-term, virtual and opt in opportunities for members to engage with YALSA</u></p>	<ul style="list-style-type: none"> • Evaluate and leverage member feedback from Aug. 2016 survey • Board and staff identify, create, promote, and implement new opportunities for members to volunteer their time and talents on tasks related to the new plan 	<ul style="list-style-type: none"> • Communications with Board, staff and members • Board documents and minutes • Marketing/promotional messages to members • Member participation levels in any new activities, taskforces or other groups
<p><u>Personal: BY: By August 31st 2017, I will have worked with YALSA’s Board and staff to identify, prioritize and test new member engagement methods</u></p>	<ul style="list-style-type: none"> • Work with staff to implement a pilot program for juries to run for just 3 months instead of a full year • Organize a pilot a Resource Retreat and a Crowd Sourcing Campaign as a short-term method for developing member resources • Work with staff to develop logistics for the process by which members can volunteer and be selected for these new engagement opportunities 	<ul style="list-style-type: none"> • Interactions with YALSA member leaders and staff • Board documents and discussions • Communications with Board, staff, and membership • Toolkit produced by Resource Retreat • Resources developed by Crowd Sourcing Campaign • New volunteer system in place

Personal Learning

Goal	Accountabilities	Performance Measures
<p><u>YALSA:</u> By August 31st 2017, each staff member will develop & implement a personal learning plan that incorporates at least 3 learning or teaching activities to address identified needs.</p>	<ul style="list-style-type: none"> • Create job-specific learning plan to be presented with FY17 goals • Periodic check-in with supervisor to review/revise learning plan • Integrate learned skills/concepts into daily work and share new skill/knowledge with other staff when appropriate 	<ul style="list-style-type: none"> • Completed personalized learning plan • Document improvements in job performance resulting from personal learning/teaching
<p><u>Personal:</u> <u>BY:</u> By August 31st, 2017 I will have gained knowledge and skills around cultural competency.</p>	<ul style="list-style-type: none"> • Attendance at workshops and virtual CE events • Participation on professional committees or other work groups 	<ul style="list-style-type: none"> • Results of work with the Board • Incorporation of skills learned into daily work • Publications or presentations