8.1.1

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.1.1.1
Approved by:	ALA Executive Board	*Page:*	1 *of* 1
Issue Date:	January, 1962	*Supersedes:*	

Endowment Fund - Trustees

VOTED, That the Resolution of May 16, 1936 (stated below) be amended so that Trustees may NEITHER BUY NOR SELL SECURITIES on behalf of the Association.

RESOLVED (May 16, 1936) That the American Library Association adhere to the practice which is common in well administered public institutions, namely, that neither the purchase of goods and securities nor the procurement of services, insurance or other intangibles shall be made from or through firms, companies, or agencies, with which officers, executive board members or trustees are associated as officers, partners, directors or in a managerial capacity; and that this resolution be transmitted to persons charged with the responsibility of making purchases of any kind on behalf of the Association.

AMERICAN LIBRARY ASSOCIATION

Item: FINANCES *Item Number:* 208.1.1

Approved by: ALA Executive Board *Page:* 1 *of* 1

Issue Date: June, 1941 *Supersedes:*

Endowment Fund - Trustees

The Executive Board, on June 25, 1941, voted to approve the following resolution, "subject to approval by the attorney for the ALA, the President and the Executive Secretary*":

RESOLVED, That the Trustees of the Endowment Funds of the American Library Association shall have full power and authority (except as provided otherwise by the donor of any Fund) to sell, exchange, invest, reinvest, manage, control and deal with the Endowment Funds of said Association as in their judgment shall seem wise; and (except as provided otherwise by the donor of any Fund) said Trustees are authorized to make investments of said Endowment Funds in such bonds, stocks, notes, real estate mortgages or other securities, or in such other property, real or personal, as said Trustees shall deem wise; without being limited by any statute or rule of law regarding investments by Trustees, nor as to the percentage of any Endowment Fund or Funds to be invested in any one or more types of security or property; and resolved further that any and all resolutions of this Board which are in conflict or inconsistent with this resolution are hereby revoked and shall be of no further force or effect.

*Title changed to Executive Director as of November, 1958.

End of Section

AMERICAN LIBRARY ASSOCIATION

8/12

Item:	FINANCES	*Item Number:*	208.1.2
Approved by:	ALA Executive Board	*Page:*	1 *of* 1
Issue Date:	January, 1951	*Supersedes:*	

Endowment Fund - short term investments

VOTED, That the Executive Director and the Comptroller be authorized...to give due consideration to the possibility of short-term investments with power to act on the latter.

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.1.1.2
Approved by:	ALA Executive Board	*Page:*	1 *of* 1
Issue Date:	October, 1968	*Supersedes:*	

Endowment Fund - Trustees

VOTED, That the ALA Endowment Fund Trustees be empowered to authorize the First National Bank of Chicago to change particular investments within such guidelines as may be established by the Endowment Trustees.

The above action was taken with the understanding that the resolution is to be formalized by ALA's legal counsel.

End of Section

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.2
Approved by:	Council	***Page:***	1 ***of*** 1
Issue Date:	January, 1950	*Supersedes:*	

Property transactions - authorization to sell real estate

On the recommendation of the attorneys, Chapman and Cutler, the following resolution was approved:

WHEREAS, at a meeting of the Executive Board held January 21, 1949, it was unanimously determined to submit to a mail vote of the Membership the resolutions previously adopted by the Council, but the minutes of such meeting do not clearly reflect such action; and

WHEREAS, the Executive Board is advised that the validity of such a mail vote depends, among other things, upon a formal action by the Executive Board authorizing the same;

THEREFORE, Be It Resolved that the minutes of the meeting of the Executive Board held on January 21, 1949, be corrected and expanded by showing the unanimous adoption, as at that date, of the following resolution:

"BE IT RESOLVED that there be submitted to the Membership the following resolutions for votes by mail as permitted by Section 5 of Article II of the Bylaws of the Association:

BE IT RESOLVED by the Council of American Library Association that the Executive Board is authorized from time to time to sell, mortgage or otherwise dispose of any and all real estate now or hereafter owned by American Library Association or any part thereof or any interest therein;

AND FURTHER RESOLVED that the several officers of the Association at the direction of the Executive Board are authorized effectively to make, execute, acknowledge and deliver all appropriate instruments of conveyance, mortgage or otherwise so authorized concerning such real estate;

AND FURTHER RESOLVED that this resolution and the authority herein granted shall continue and prevail until this resolution is specifically rescinded or annulled by the Council.

Endowment Fund - return to

VOTED, That the ALA Council rescinds its action taken in 1960 requiring 6% of general funds income to be returned to endowment annually to replace funds used for construction of a headquarters building.

End of Section

8.1.4

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.4.1
Approved by:	ALA Executive Board	*Page:*	1 of 1
Issue Date:	January 26, 1951	*Supersedes:*	

Authorization to seek, accept, and use funds - budgeted funds

The Executive Secretary* has the authority to overspend line amounts in the General Funds Budget so long as he does not exceed the total general funds budgeted figure.

Nothing in this policy gives authority to the Executive Secretary* to incur from balances any salary obligation in excess of the current year's commitments.

*Executive Director as of November, 1958.

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.4
Approved by:	ALA Executive Board	*Page:*	1 *of* 1
Issue Date:	June, 1968	*Supersedes:*	

Authorization to seek, accept, and use funds

VOTED, That the Executive Director be empowered and authorized to approve programs and seek funds in amounts up to $10,000 for support of programs in approved fields of activity; and

That the Officers of ALA (President, First Vice President, Treasurer, and Executive Director) be empowered and authorized to approve programs and seek funds in amounts from $10,001 to $25,000 for support of such programs in approved fields of activity.

End of Section

8.1.5

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.4.5
Approved by:	ALA Executive Board	*Page:* 1	*of* 1
Issue Date:	October, 1971	*Supersedes:*	

Authorization to seek, accept, and use funds- borrowed funds

VOTED, That the Executive Board amends the Policy regarding the Authority to Borrow Money adopted June, 1948, to read, "RESOLVED by the Executive Board of the American Library Association that the President and the Executive Director of this corporation be and they are hereby authorized and directed, from time to time, as in their judgment the needs of the corporation require, to borrow from any bank or other lender chosen by them, for the use and benefit of the corporation, a sum or sums not exceeding Five Hundred Thousand Dollars ($500,000) in the aggregate of such borrowings from time to time remaining unpaid, and to evidence such indebtedness the said President and Executive Director of this corporation are further authorized to make, execute and deliver the promissory note or notes of the corporation in respect of the moneys so borrowed, which note or notes shall be corporate obligations only, and shall mature and be payable not more than one (1) year after date, and further that the Executive Board be notified of each transaction."

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.4.4
Approved by:	ALA Executive Board	*Page:*	1 of 1
Issue Date:	November, 1965 Amended May, 1966	*Supersedes:*	

Authorization to seek, accept and use funds - Office for Research and Development

VOTED, That the Executive Board amends its policy adopted at the 1965 Fall Meeting to read: "That the Executive Director of the American Library Association, with the advice and assistance of the ALA Office for Research and Development Advisory Committee, is hereby authorized in the name of the ALA Executive Board to seek and accept for general purposes funds for the Office for Research and Development from whatever sources he may deem appropriate without prior approval by the Executive Board, and provided that the Executive Director promptly report to the Executive Board the receipt of such funds. IT IS UNDERSTOOD THAT GENERAL PURPOSE FUNDS ARE FUNDS WHICH MAINTAIN THE OFFICE INCLUDING SUPPORT OF ITS INTERNAL ACTIVITIES; NOT INCLUDED IN THE AUTHORIZATION GIVEN IN THIS RESOLUTION ARE FUNDS WHICH SUPPORT PROJECTS RELATING TO RESEARCH AND DEVELOPMENT IN THE SEVERAL FIELDS OF LIBRARY SERVICE."

(Last sentence represents amendment.)

End of Section

8.1.6

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.4.6
Approved by:	ALA Executive Board	*Page:*	1 of 1
Issue Date:	November, 1972	*Supersedes:*	

Authorization to seek, accept, and use funds - divisions

VOTED, That the Executive Board call the attention of all ALA divisions who vote to assess additional fees to the Bylaws, Article VI, Section 6(a), (b), (c), and Section 7 as providing guidelines for the disbursement of additional funds collected by divisions so that divisions will not obligate the Association to the continuation of the programs for which continuous funding is not or cannot be provided.

AMERICAN LIBRARY ASSOCIATION

Item: FINANCES *Item Number:* 208.5

Approved by: ALA Executive Board *Page:* 1 *of* 1

Issue Date: April, 1971 *Supersedes:*

Authorization of signatures

VOTED, That any individual at the time holding the position of:

Executive Director
Deputy Executive Director
Associate Executive Director for Administrative Services*
Associate Executive Director for Fiscal Services*

in the Association be, and each of them hereby is, authorized to execute on behalf of this Association any bid, proposal or contract for the sale, rental or purchase of any product or services and any agreements relating thereto, and to execute any bond required by any such bid, proposal or contract.

*Changed to Associate Executive Director for Administrative and Fiscal Services as of September, 1972.

End of Section

EXHIBIT 4

8.1.7

Policy for Unrestricted Bequests

When we receive notice that we are the recipient of a bequest, the Director of Fiscal Services should work with the attorney for the estate of the decedent and ALA legal counsel as necessary to be sure that ALA rights are protected and that we have a clear and accurate record of the intent of the decedent regarding the use of the funds. Each bequest would be reviewed and approved by the ALA Executive Director prior to formal acceptance.

Regardless of size, every restricted and unrestricted bequest will be acknowledged appropriately via ALA publications and news releases from the ALA Public Information Office, unless publication of the bequest is restricted by the donor.

Any unrestricted bequests in excess of $15,000 will be routinely added to the ALA quasi-endowment funds that have been built from life membership contributions and receipts of property rental. These relatively large bequests will thereby provide a permanent source of income to be used for the general support of Association programs.

Unrestricted bequests of less than $15,000 will be invested by the Director of Fiscal Services. A separate record will be maintained of the principal of each bequest and of earnings that accrue. Allocation and administration of the funds will be handled as outlined below:

> Receipt of bequests of less than $15,000 will be appropriately publicized within the Association, and any program or administrative unit of the ALA may prepare a proposal, including a proposed budget, for the use of all or some portion of those funds. Proposals are to be submitted to the Executive Board via the Executive Director. Based on their review of the proposals, the Executive Board will determine how the principal and interest of each bequest would be used.
>
> A separate three digit department code will be assigned by the Director of Fiscal Services for each approved use, and each fund thus established would be administered in the same manner as the other separately budgeted activities of the Association.

Procedures adopted by Executive Board for
recommendation to ALA Council as Policy
January, 1979

1992-93 CD#24
1992-93 EBD#10.7

REPORT TO COUNCIL
POLICY MONITORING COMMITTEE
JANUARY, 1993

FOR ACTION

Item #1 ALA Policy 8.1.7 Unrestricted Requests. The Policy Monitoring Committee drew to the attention of the Endowment Trustees the reference to the "ALA quasi-endowment fund," which is not referred to in Article 9 of the ALA Constitution. The Endowment Trustees recommend that:

(1) The term "quasi" be replaced with Board-Designated

(2) The distinction of funds over and under $15,000 be eliminated

(3) That the Executive Board be informed of all undesignated gifts and bequests

(4) That the Executive Director be authorized to make a decision with respect to an undesignated gift or bequest, in the absence of Board action

(5) That the gift or bequest not be subject to bidding for use by units of the Association.

Accordingly, the Policy Monitoring Committee recommends that Policy 8.1.7 now read as follows:

Approved by Council at the 1993 Midwinter Meeting

Any unrestricted bequests will be routinely added to the ALA Board Designated endowment, the income from which may be used for the general support of Association programs. The Executive Board will be informed of all undesignated gifts and bequests. In the absence of Board action, the Executive Director is authorized to make a decision with respect to an undesignated gift or bequest's placement in the Board Designated Endowment.

1996-97 CD# 16.1

ALA POLICY MANUAL

1995-96 EBD #4.17
(Revised)

(Current policies in italics, proposed policies in bold.)

8. FINANCES

Policy 8.1.7 Unrestricted Bequests

Any unrestricted bequests will be routinely added to the ALA Board Designated endowment, the income from which may be used for the general support of Association programs. The Executive Board will be informed of all undesignated gifts and bequests. In the absence of Board action, the Executive Director is authorized to make a decision with respect to an undesignated gift or bequest's placement in the Board Designated Endowment.

Policy 8.1.7 - Unrestricted Gifts and Bequests

Unrestricted gifts and bequests that exceed $20,000 will be routinely added to the ALA Future Fund. The Executive Director may recommend for Executive Board approval an alternate deposition of unrestricted gifts and bequests in excess of $20,000.

Background statement (to be part of operational practice):

After receiving notice that ALA is to be the recipient of a bequest, the Controller will work with the attorney for the estate of the decedent and ALA legal counsel, as necessary, to be sure that ALA rights are protected and that there is a clear and accurate record of the intent of the decedent regarding use of the principal and income and growth from the gift. Each bequest will be reviewed and approved by the ALA Executive Director prior to formal acceptance.

Regardless of size, each restricted and unrestricted bequest will be acknowledged by letter and through public media, as appropriate, unless publication of the bequest is restricted by the donor.

Approved by Council at 1997 Midwts

End of Section

8.2.1

AMERICAN LIBRARY ASSOCIATION

Item: FINANCES *Item Number:* 208.3

Approved by: ALA Executive Board *Page:* 1 *of* 1

Issue Date: October, 1951 *Supersedes:*

Expenses - ALA President

VOTED, That the report of the President's Committee on Expenses for Officers be adopted as follows:

In making up the annual budget estimates, the Executive Secretary,* in consultation with the President-Elect, is instructed to include an item sufficient to cover all travel and other expenses incidental to the discharge of the official duties of President, including his attendance at regular meetings of the Association.

*Title changed to Executive Director as of November, 1958.

REPORT OF THE EXECUTIVE BOARD SUBCOMMITTEE ON PRESIDENTIAL SUPPORT

In response to various suggestions of President Edward G. Holley in his reports to the ALA Council at Midwinter, 1975 (CD # 7, pp. 5-6) and at the Summer Conference in San Francisco (President's Report, p. 3), President Allie Beth Martin appointed a three-person committee on July 5, 1975, to study the matter of the financial support for the president and make recommendations to the Board. Holley had stated at Midwinter that if the Association wished to broaden the base of those who can serve as its president, the time was coming when a leave of absence and full support of the president must be considered. He had said at San Francisco that "If the role of the ALA presidency remains what it currently is, then Council will have to adopt some form of support and leave of absence policy for those it expects to serve the association in this capacity." The design of any new policy would be to relieve the financial pressures upon institutions and libraries so that more individuals might be encouraged to accept nomination for the presidency.

The ALA Executive Board already has a policy, 208.3.1 adopted in June, 1967, which states that "the Executive Board approves in principle the provision of up to one quarter released time including the cost of fringe benefits for the President of the American Library Association." This policy has never been implemented, although from time to time the Association has budgeted modest sums for secretarial assistance and has regularly provided modest travel funds. The President's Travel Account last year was budgeted at $1,500, and no secretarial support was provided. One result of this modest travel fund has been the necessity of asking state chapters to fund the President when that individual is asked to appear at state conferences. In view of the importance of ALA relating better to its state chapters it is the definite recommendation of this committee that Council urge COPES to budget a small sum of money, perhaps around $4,000 a year, over a three-year period to enable an ALA officer or Executive Board member to be present at least once at every chapter meeting during the three years. This can be done on a rotation basis and could be coordinated by the Executive Director's Office.

During the fall, 1975, the Committee contacted a number of major educational associations and asked their policy on the presidency and presidential support. Responses included letters from the National Education Association, the only organization which provides a leave of absence and complete support for its president; the American Association of School Administrators, which provides compensation for the president's employer at a rate of 25 per cent of the gross annual salary; and the American Association of University Professors, the American Psychological Association, the National Audio Visual Association, the Association for Educational Communications and Technology, the American Association of University Women, the Modern Language Association, and the Library Association of the United Kingdom. Most of the latter group provide about the same sort of support that ALA does: travel funds with occasional secretarial assistance.

Continuing Members. It was

VOTED, That the Executive Board confirm the enrollment as continuing members of the following persons who met the requirements for such membership as specified in Article I, Section 1 (i) of the By-Laws:

	An ALA Member Since:
Miss Alice M. Butterfield	1922
Miss Melvina C. Clausen	1914

Field Foundation Grant to the Intellectual Freedom Committee. It was

VOTED, That the Executive Board of the American Library Association extend to the Field Foundation, a vote of thanks for the grant of $15,000 to the Intellectual Freedom Committee and that this statement be prepared by the Executive Secretary.

The Executive Secretary related to the Executive Board that the Intellectual Freedom Committee is planning to solicit additional funds from other sources to reach its budget goal for an Executive Secretary's office.

In this connection the subject of Ralph Ulveling's statement on labeling library material which was presented to the Council Meeting in July was discussed. Mr. Graham interpreted the statement as almost being a refutal to the Resolution on Labeling previously adopted by the Council. Mention was made of referral of the Ulveling statement to the Executive Secretary for discussion in the ALA Bulletin peior to the Midwinter Meeting and arrangements for this have been made.

Associate Executive Secretary. The Executive Secretary discussed with the Executive Board the appointment of the Associate Executive Secretary authorized in the 1951-52 Budgets and asked whether the Executive Board preferred to make the appointment or approve his recommendations for appointment, since it is the feeling of the Secretary that the Associate Executive Secretary will be his deputy. It was the sense of the Executive Board that the Executive Secretary should have the responsibility for making the appointment of the Associate Executive Secretary inasmuch as the Executive Board is a policy making group and ordinarily is not concerned with staff assignments.

Summary of Income and Expenses for 1950-51 and proposed Budget for 1951-52. The Executive Secretary informed the Executive Board that a tentative budget had been approved at the Annual Conference and it is to be made final at this meeting, either in the form approved or the changed form which was distributed to the Executive Board. (The budget statements are attached as Exhibit 2.) Approximately $4,000 had been added in salary costs and in the discussion the question of reassignments of staff will come up. The Executive Board went into Executive Session to consider the Budget for 1951-52. The proposed revised general budget for 1951-52 was approved as submitted with the following changes: (1) The Executive Secretary was empowered to offer Miss Geer continuation of employment in her present position to August 31, 1952, the cost to come from the operating reserve. This extension was considered necessary and desirable in order to partially offset the confusion and

misunderstanding in connection with previous action concerning Miss Geer. (2) The President appointed a subcommittee to study necessary travel expenses for officers of the Association. This Committee was directed to report back before the end of the meeting. The Subcommittee reported to the Executive Board on October 27 as follows:

> To the President of ALA - Your committee has met and recommends the following:
>
> In making up the annual budget estimates, the Executive Secretary, in consultation with the President Elect, is instructed to include an item sufficient to cover all travel and other expenses incidental to the discharge of the official duties of President, including his attendance at regular meetings of the Association. In line with this recommendation, we suggest that the appropriation for presidential expenses in the 1951-52 budget be increased to $500.

In connection with the President's expenses, President Fyan told the Executive Board that the Michigan State Library has given her a half-time secretary and $300 additional expenses to help in her presidential duties.

It was

> VOTED, That the report of the President's Committee on Expenses for Officers be adopted as follows:
>
> In making up the annual budget estimates, the Executive Secretary, in consultation with the President Elect, is instructed to include an item sufficient to cover all travel and other expenses incidental to the discharge of the official duties of President, including his attendance at regular meetings of the Association.

It was also

> VOTED, That the appropriation for presidential expenses in the 1951-52 budget be increased to $500.

In discussion of the above vote, the need for a budget item for building maintainance was pointed out as well as the need for the Executive Board to remember, in making special appropriations from operating reserve, that the reserve available for special needs of the year is always small. The travel expenses approved will need to come from operating reserve.

The Executive Secretary's recommendation that the Board of Education for Librarianship and the Board on Personnel Administration be allowed to retain its own Secretary on a half-time basis was approved. Allocation of the remaining half time for each person was left up to the Executive Secretary. The Executive Secretary was directed to report possible assignments in this respect to the Board for discussion and consideration.

Over and under expenditures. In the discussion on over and under expenditures by budget item, the Executive Secretary was asked if in his opinion he had authority to over-spend particular budget items. He replied that he did consider

be held at 2:00 P.M. the same day - unless staff finds this will cause undue conflicts.

MEMBERSHIP DUES - Docket Item II. Inasmuch as Council Resolution #45 as amended in consultation with the Board, Mr. Mott (presenter on behalf of NJLA) and ALTA representatives initiating a constitution amendment creating a Trustee and Lay membership category at $20 plus divisional fees had been approved by Council on July 2, ALTA withdrew Docket Item II-A, ALTA Dues Proposal.

Docket Item II-B. Organization Dues. A preliminary staff proposal (1974-75 Document #65), which included according to dues paid a number of division and round table memberships and selected personal memberships, had been presented to COPES and the Membership Committee. Mrs. Fast urged that the proposal be referred to organizations for input but noted that the two committees did not favor the personal membership facet of the present draft; with these comments, the Executive Director stated that the proposal would be distributed to a sample of non-members as well as organization members in order to attempt to affect a new organization dues schedule for 1977.

IFLA DUES - Docket Item III - withdrawn until the Board's Fall Meeting when further explorations will have been made at the Oslo IFLA meeting.

ELECTION OF ENDOWMENT TRUSTEE (1975-78) - Docket Item IV. Upon motion by Mr. Sessa, seconded severally, it was

> VOTED, That the Executive Board re-elects Robert R. McClarren to the Endowment Trustees for a three year term beginning August 31, 1975.

EXECUTIVE BOARD SUBCOMMITTEE APPOINTMENTS - Docket Item V. President Martin announced the following appointments:

(1) Headquarters Visiting Committee: Mrs. Tuttle, Mr. Shank, Mr. Dougherty, chairman.

(2) Honorary Members Committee: Mrs. Bingham, Mr. Holley, Mrs. Young, chairman.

(3) Presidential Financial Support: Mrs. Martin suggested that because more and more the responsibilities of the ALA president are increasing the Board needs to give serious consideration to the necessary assistance the Association should give to the president, and therefore asked Mrs. Ihrig, Mr. Trezza and Mr. Holley, as chairman, to study the matter and make recommendations to the Board.

ROLE OF THE ALA PRESIDENT - Docket Item XVII. Mr. Holley reported that he is canvassing national professional associations to learn of the kinds of assistance given to their presidents. In his experience, 40 to 50% of the ALA president's time is given to ALA responsibilities. His committee is formulating a formal recommendation for consideration at the Midwinter Meeting - for financial assistance to ALA presidents. The Executive Director suggested that such a recommendation ought to go also to Council who represents the grass roots membership.

ALA CONFERENCES and ALA CONFERENCE FORMAT - Docket Items XVIII, and XII, were considered together - Exhibits 14 (proposed 1977 Conference skeleton schedule), 15 (Survey of 1975 Conferees Report), and 16 (RW to the Board concerning 1977 Conference Site). Mr. Hoy, Conference Manager, participated in the discussion.

Exhibit 15 appeared to justify the departure from the usual Conference schedule, though Mr. Hoy asked that reconsideration be given to the time slots if all the business meetings are to be accommodated in any way. Mr. Vance, chairman of the Conference Format Subcommittee of the Conference Planning Committee, who was present, felt the schedule to be a good attempt to get into what the Conference Format Committee was trying to achieve (Exhibit 17). Mr. Trezza disagreed with the findings of the Survey Report (Exhibit 15), but the Board agreed with Mrs. Fast that the surest way to find out what the members want from Conference is to experiment with the proposed schedule. On motion by Mr. Holley, seconded by Mrs. Bingham, it was

> VOTED, That the ad hoc group (Mrs. Jones, Mrs. Frame, Mr. Vance) continue to work on its proposed 1977 schedule (Exhibit 14) and make a further report to the Executive Committee on December 12 in preparation for its presentation to the Detroit Conference Program Committee on January 19.

The Board realized that adoption of the proposal would cause alterations in the agreements with Detroit timewise, and that a decision is necessary no later than the 1976 Midwinter Meeting.

1977 Conference Site problems depicted in the Executive Director's Memo to the Board (Exhibit 16) caused the Board to consider the possibility of changing locations. Mrs. Jones urged the Board to wait for her further explorations and observations, and the Executive Director expressed his wish to make an on-site investigation. Decision on this question, too, must be made no later than the Midwinter Meeting. While it was the consensus of the Board that Las Vegas should be eliminated, on motion by Mr. Sessa, it was

> VOTED, That staff is authorized to look into alternate sites for the 1977 Conference (not limited to the suggestions in Exhibit 16) and report to the Board at the 1976 Midwinter Meeting at which time the Board will consider the Detroit situation and make a final decision.

circumstances and the number of trustee members has dropped significantly this year. To sort out principle from emotion on both sides has not been easy.

Thanks to a resolution from Councilor Mott, a committee from ALTA and the Executive Board has been working on this problem to see if we could reach some kind of accommodation which would keep our current trustees as members, encourage recruitment of additional trustees, and recognize the valuable contribution they continue to make to our work of promoting libraries and librarianship. It was the opinion of the committee (concurred in by the Executive Board) that two considerations were important in this connection: (1) Trustees, while needed in ALA, are different from the other categories of members who are drawn primarily from the ranks of professional librarians (2) In recognition of this first principle, both in the short-range and long-range, through a different dues schedule. Therefore, the Executive Board has approved a promotional package which involves a $35 membership for all trustees for one year that would place them essentially in the same category as librarians from outside the United States, that is a category for a basic membership at $20, with a continuation of $15 for membership in ALTA. We do this to enable us to get to the next stage which would be a proposal for a change in the bylaws to make that situation permanent. It is our view that this will enable the Association to maintain a strong trustee supporting group in ALA and encourage the trustees to become a more effective group in achieving ALA goals.

So much for the problems of dues and divisions (although they do seem to have been my chief problem this year). Since I have already addressed the question of the round tables and affiliates at yesterday's information meeting, let me merely bring to your attention one more organizational matter which needs attention in the coming years. That is, ALA's relationship to its chapters. Under the current leadership of Frances Plétz, the Chapter Relations Committee has been making progress in bringing together chapter councilors and others in our state associations for discussions on the mutual problems and opportunities for ALA and its chapters. As is apparent from any review of the statistical data for the regional and state chapters, they vary greatly in their membership, resources, and programs. ALA certainly has many opportunities and can assist its chapters and they in turn can help us with our efforts to build a stronger ALA. The Chapter Relations Committee needs your encouragement and support in this effort.

At the Midwinter Meeting I also mentioned to you my concern with the role of the president and I promised some additional observations on that matter at a later time. This busy week seems scarcely the place for that discussion nor is your current president likely to be able to address the subject as objectively as he might wish. That topic will have to await a subsequent, and probably little read, article next year. However, I will reiterate one point which seems to me even clearer now than it did at Midwinter. If the role of the ALA presidency remains what it currently is, then Council will have to adopt some form of support and leave of absence policy for those it expects to serve the association in this capacity.

One more item which I wish to call to your attention. All Council members have received the second annual report on ALA Publishing. I hope you will read the reports in this document carefully. Those of you who heard the reports at the Budget Assembly are aware that ALA publishing activities now account for expendi-

appeared in the November, 1974, issue of American Libraries, Mr. Grove, without objection from Council, omitted reading the slate of fifty-four nominees for election to Council, but pointed out that the first twenty-five elected shall serve four-year terms, and the twenty-sixth and twenty-seventh elected candidates shall fill the three-year and one-year vacancies respectively. The candidates for the office of President-Elect - Doralyn Hickey and Ellsworth Goodwyn Mason - were announced and recognized, whereupon Mr. Grove called Council's attention to Bylaw Article III, Sections 2(b) and 3(b) which provide for petitions for additional candidates from the Council and the Membership. The Executive Director announced April 1 as the date upon all petitions, Council and Membership, must be in his hands at Headquarters. During Mid-winter two petitions were received for the office of President-Elect - William DeJohn and Clara Stanton Jones - and forty-four for Council (Exhibit 5).

ACRL AFFILIATION REQUEST - CD #18 (Exhibit 6). H. William Axford, President, ACRL, reiterated the information contained in the Exhibit, and in his position as Councilor at large moved, with a second from the floor, and it was

> VOTED, That the ALA Council approves the recommendation of the ACRL Board of Directors and ACRL members at the 1974 New York Conference, that the Ukrainian Librarians' Association be affiliated with the American Library Association through the Slavic and East European Section of the Association of College and Research Libraries.

Councilor Duggan wanted Mr. Axford's statement that if there be financial obligations connected with this affiliation they will be borne by ACRL on record. The Executive Board's support of ACRL's request was also announced by President Holley.

THE REPORT OF THE PRESIDENT is attached as Exhibit 7. In completing his Report, Mr. Holley pointed out that if the Association wishes to broaden the base of those who can serve as its president, the time is coming when thought must be given to a leave of absence and full support of the president policy.

TREASURER'S REPORT. The Treasurer before submitting an audio-visual presentation of the Association's financial status, accompanied by the distributed Treasurer's Report (available upon request) submitted CD #22 which arose out of the following charge of Council at the 1974 Annual Conference in New York to the Executive Board: "...to set up a formal one-day meeting between the Executive Board and the presidents and executive secretaries of all divisions of ALA. The meeting shall be held

Exhibit 7

PRESIDENT'S REPORT TO COUNCIL

1975 Midwinter Meeting

Let me just add one final word, although this has probably been more than you have wanted to hear. The State of the ALA Presidency. Some time after the end of my term next July, I hope to share with you in more detail my observations on the role of the president and some of the problems which you need to think about in your planning for the next century. However, I want to say this about the presidency thus far. There is no secret as to why this office is normally held by individuals who are either directors of libraries or deans of library schools. Only an individual who has strong institutional support could possibly operate at any level of effectiveness as ALA President. I'm willing to grant that much of the activity, the speeches to state and regional chapters, dedications of libraries, consultation with headquarters, even the presiding over Council, may be largely ceremonial, although I am not one to despise the virtues of ceremonies. Yet the amount of the time consumed is enormous. In my opinion, we are fortunate that our libraries and universities have been willing, in effect, to subsidize professional associations like ALA for whatever honor comes to the institution thereby. I would doubt that this can continue very much longer, and I suggest to you, that if you wish to broaden the base of those who can serve as your president, the ALA will probably have to adopt a leave of absence policy and full support as NEA did for its president in the early sixties.

This is not something which needs to be done immediately, thanks to the generosity of the University of North Carolina at Chapel Hill and the Tulsa City-County Library. And I'm sure the candidates for 1976-77 have asked their institutions to think about it for 1976-77. But it's a problem which won't go away, and, as you think about the future, it ought to be on your agenda.

So much for the state of the Association. We have a long week ahead of us and much to do. I thank you in advance for the support you will give the Association and the Library profession this week.

Robert B. Downs, Mary V. Gaver, Virginia Lacy Jones, Herman Liebaers, Edmon Low, Daniel Melcher, Mary U. Rothrock, Jesse H. Shera.

Mr. Holley continued, that in addition to those receiving honorary membership, it was the judgment of the committee that the centennial year provided an opportunity for presentation of special certificates to a number of individuals who have contributed much to the Association and to the library cause, but who have not yet been recognized by honorary membership, thinking especially of foundation officials, bibliographers, publishing representatives, and others whose work on behalf of libraries, librarians and the library profession has been particularly distinguished. The Committee has requested recommendations (CD #16) from Council. The Committee intends to select these individuals by the time of the spring Executive Board meeting for presentation at the Annual Conference. On motion by Mr. Holley it was

VOTED, That the ALA Council approves the awarding of not more than ten special centennial citations upon nomination of members and councilors to the Honorary Members Subcommittee, with final approval by the Executive Board at its spring meeting for presentation to the honorees at the 1976 Annual Conference.

FINANCIAL SUPPORT FOR THE ALA PRESIDENT - CD #30 (Exhibit 16). Immediate Past President Holley, chairperson, Executive Board Subcommittee, submitted the Report which he noted the Committee feels moves toward a time when broader support may be considered. The Committee presented the proposal to Council feeling it needs more than a decision by the Board to get action on a policy of the Board already on the books (208.3.1), asking support by Council for the principle of additional financial support for the President, an increased travel budget for the Vice President and a travel budget for chapter meetings, and a request to COPES to provide these with a sum not to exceed $20,000 a year. Thomas Childers, acting chairperson, COPES, recommended referral of the issue to COPES for further consideration with staff without committing funds at this time, but leaving COPES with the sense of the need in budget preparation in the Spring. Jane Anne Hannigan, with several seconds, moved referral to COPES but Mr. Holley urged against the motion if it delays getting Council's approval of the principle involved. The motion was ruled out of order, Mr. Holley having previously moved referral to COPES. Therefore, on Mr. Holley's motion, it was

VOTED, That Council adopts the principles stated in the Report and that COPES be requested to consider these principles in budget plans for 1976-77.

ROUND TABLE GUIDELINES - CD #26 REVISED (Exhibit 17). Anthony Miele, spokesperson for the Round Tables Subcommittee pointed out that the introduction to the Document is the most important part of it. The Subcommittee presented the document to the Executive Board and with minor changes incorporated, the Board approved the statement. Mr. Miele informed Council that the subcommitte is working on a second charge, developing a Handbook which would be to the benefit of the officers of round tables. Luther Lee, seconded by Alphonse F. Trezza, moved adoption of the Guidelines. Hearing from Chairperson Jones that

REPORT OF THE EXECUTIVE BOARD SUBCOMMITTEE ON PRESIDENTIAL SUPPORT

In response to various suggestions of President Edward G. Holley in his reports to the ALA Council at Midwinter, 1975 (CD # 7, pp. 5-6) and at the Summer Conference in San Francisco (President's Report, p. 3), President Allie Beth Martin appointed a three-person committee on July 5, 1975, to study the matter of the financial support for the president and make recommendations to the Board. Holley had stated at Midwinter that if the Association wished to broaden the base of those who can serve as its president, the time was coming when a leave of absence and full support of the president must be considered. He had said at San Francisco that "If the role of the ALA presidency remains what it currently is, then Council will have to adopt some form of support and leave of absence policy for those it expects to serve the association in this capacity." The design of any new policy would be to relieve the financial pressures upon institutions and libraries so that more individuals might be encouraged to accept nomination for the presidency.

The ALA Executive Board already has a policy, 208.3.1 adopted in June, 1967, which states that "the Executive Board approves in principle the provision of up to one quarter released time including the cost of fringe benefits for the President of the American Library Association." This policy has never been implemented, although from time to time the Association has budgeted modest sums for secretarial assistance and has regularly provided modest travel funds. The President's Travel Account last year was budgeted at $1,500, and no secretarial support was provided. One result of this modest travel fund has been the necessity of asking state chapters to fund the President when that individual is asked to appear at state conferences. In view of the importance of ALA relating better to its state chapters it is the definite recommendation of this committee that Council urge COPES to budget a small sum of money, perhaps around $4,000 a year, over a three-year period to enable an ALA officer or Executive Board member to be present at least once at every chapter meeting during the three years. This can be done on a rotation basis and could be coordinated by the Executive Director's Office.

During the fall, 1975, the Committee contacted a number of major educational associations and asked their policy on the presidency and presidential support. Responses included letters from the National Education Association, the only organization which provides a leave of absence and complete support for its president; the American Association of School Administrators, which provides compensation for the president's employer at a rate of 25 per cent of the gross annual salary; and the American Association of University Professors, the American Psychological Association, the National Audio Visual Association, the Association for Educational Communications and Technology, the American Association of University Women, the Modern Language Association, and the Library Association of the United Kingdom. Most of the latter group provide about the same sort of support that ALA does: travel funds with occasional secretarial assistance.

After carefully considering all the possibilities the Subcommittee recommends to the Executive Board and Council that a sum of up to $10,000 be made available each year to the President to enable him or her to meet expenses connected with the presidency. Recent presidents indicated that their chief need was for secretarial assistance, but it occurred to the committee that there might be a need for a temporary administrative aide, a research assistant, or even a portion of a salary depending upon the situation in each institution or library. The incoming President would indicate to the Executive Director how he or she intended to use such funds and records would be kept in terms of fiscal responsibility.

The Subcommittee would also call attention to ALA Executive Board Policy 208.3, adopted in October, 1951, which states that the annual budgets should provide "an item sufficient to cover all travel and other expenses incidental to the discharge of the official duties of the President, including his attendance at regular meetings of the Association." The paragraph above is in line with this policy and suggests a method for implementing it realistically.

Basically, the Subcommittee does not see the President's role changing significantly from what it is at present. As the Association continues to grow, however, it is important for the President to be more active at the state and regional conferences and to represent the Association at meetings of other organizations which can help advance the goals of the Association. The time spend by the president on ALA activities during the presidential year has been variously estimated at forty to fifty per cent. It is also the testimony of recent vice-presidents that the amount of time they spend on ALA business is much beyond what they originally estimated and the testimony of one past-president added that ALA duties do not automatically cease with the passing of the gavel to the incoming president.

This Subcommittee believes that all of the needs stated above, more adequate support for the president, a travel budget for chapter meetings, and increased travel budget for the vice-president can be met by a sum not exceeding $20,000. We recommend that the principles stated above be adopted and that COPES be requested to consider these principles in budget plans for 1976-77.

Edward G. Holley, Chairperson
Alice Ihrig
Alphonse Trezza

End of Section

8.2.2

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.3.5
Approved by:	ALA Executive Board	*Page:*	1 *of* 1
Issue Date:	July, 1966	*Supersedes:*	

Expenses - Executive Board members

VOTED, That beginning with the fiscal year 1966-67 the expenses of ALA Executive Board members to the Midwinter Meeting and the Annual Conference when these expenses are not met by the members' institutions, be paid by the Association, the payments to include transportation and an annually determined per diem.

Library Bill of Rights. Martha Boaz attended the meeting - see page 4.

Knapp School Libraries Project. Miss Gaver reported that the Foundation which supports the Project is so well satisfied with the results of the School Libraries Project that it has expressed interest in considering a proposal for recruitment for school librarianship and AASL has a committee at work developing such a proposal.

Access to Libraries Committee. Richard B. Harwell, Councilor from Maine, met with the Board to discuss the Council Committee's Report to Council. The report, offered by the Committee as its final report, charges AASL, ACRL, LAD and PLA with further study and recommendations in the area of access to libraries and supports the conclusions of the Council Committee on Institutional Libraries submitted to Council at the 1966 Midwinter Meeting. Miss Piercy questioned the number of quotations in the report from the South and recalled that the Access Study criticized the North strongly. Mr. Harwell felt that the majority of his replies may have come from the Southern area because the issue seemed to be a larger one in the South. The Board agreed that if the Report is approved by Council it should be made clear by the Board that such approval amounts to a directive to the affected divisions to take the action proposed by the Committee. On motion of Mr. Cushman, seconded by Mr. Rogers, it was

> VOTED, That the Executive Board recommend to Council the approval of the Report of the Special Council Committee on Access to Libraries and that in approving the Report Council refer the recommendations to the appropriate units for action.

Mr. Dawson and Miss Piercy cast negative votes. (See Council Minutes.)

Executive Board Expenses. During the second session, Mr. Cushman raised the matter of the Board's policy adopted in November, 1962 (ALA Policies, page 111), which provides a per diem as a partial expense payment to those Board members whose institutions do not cover their expenses to annual and midwinter meetings of ALA. No one Board member, he felt, would think ALA not important enough to put personal funds into attending meetings, but he felt that the policy is a half-way measure; it should be looked into and made more consistent with the policy of paying all expenses of Board members to the Spring and Fall Meetings. Staff was asked to provide cost estimates and experience. The Comptroller stated that funds provided under the per diem policy had been little used since adoption of the policy in 1962. Using the New York Conference as an example, ~~$17,000~~ would be required to cover transportation and per diem for all present Board Members. This full amount would not be needed if, as indicated by previous experience, the Board members' institutions continued to help with expenses. He felt the current budget could handle the additional expense as required for this Meeting if the Board so desired. The Board concurred that any action should apply to new Board and the next fiscal year, and on motion of Mr. Doms, severally seconded, it was

> VOTED, That beginning with the fiscal year 1966-67 the expenses of ALA Executive Board members to the Midwinter Meeting and the Annual Conference, when these expenses are not met by the members' institutions, be paid by the Association, the payments to include transportation and an annually determined per diem.

It was implied in the discussion that the Policy adopted in November, 1962 be revised to reflect this action as ongoing policy.

ALA Participation in American Standards Association X3 Committees. (See Docket, Items VII and X and Exhibit 7.) The Organizing Committee for ISAD recommends ALA's participation in this ASA activity; appointment of ALA representatives would be made the responsibility of ISAD once ALA participation is approved by the Board. On motion of Mr. Rogers, seconded by Mr. Doms, it was

> VOTED, That the Executive Board approves the recommendation of the Organizing Committee for the Information Science and Automation Division that ALA participate in the ASA X3 Committees and Further, That such representation be through ISAD.

Membership Meeting Proposals. The President brought to the Board the various matters raised at the July 12 Membership Meeting:

(1) - Eli M. Oboler, State University Library, Idaho, proposed that the Board during the next year seriously consider the desirability of a two or three hour period at San Francisco for membership to discuss the question of whether there should be a Fifth Activities Committee that would look into one more reorganization. Going back to COO's responsibility iterated to it by the Board earlier, the President suggested the appropriateness of referring this proposal first to COO for study as a part of its continuing responsibility to view and assess the state of the organizatio following COO's consideration, this could very well be a topic of a Council/Executive Board and/or Membership Meeting. Miss Laich earlier pointed out that in her experien as a member and chairman of COO it was evident in the thinking of past and current officers that the new organization needs time to prove itself and that there is ample opportunity of overseeing and correcting the organization through the flexibility given to COO in making its studies and observing the developing activities and needs within the present organization. Mr. Castagna suggested that COO is, in effect, a continuing activities committee because of its responsibility to serve as a watchdog over the Association's organizational structure. The Board agreed that COO should be requested to consider Mr. Oboler's recommendation at the 1967 Midwinter Meeting.

(2) - A. P. Marshall, Page Library, Lincoln University, Jefferson City, Missou proposed consideration be given to establishing a direct relationship with ALA in eac region through an office or officer to serve as liaison to libraries and librarians i the region. The Membership adopted his motion that Council and/or the Executive Boar consider the possibility of establishing regional ALA Offices. This matter was carri forward to the Board's 1966 Fall Meeting.

The President stated that he would report Board consideration of these matters to Council. The other matters raised at the Membership Meeting were informational:

Mr. Walsh asked about waiving dues for ALA members serving in the Armed Forces. This is already in effect under ALA Policy III-H-3.

William Emerson, California, suggested the basic ALA dues provide membership in one type of library division and two type of activity divisions. He was told that his written request had been referred to the Membership Committee and to the Committee o Organization.

election by the Board of Trustees of the American Library in Paris, Inc., to that Board, Dr. Alfred Max and Mrs. Virginia Young (for three-year terms).

Executive Board Expenses. Past President Gaver referred to Docket Item XII. She expressed the feeling that the Association should bear all expenses of members of the Executive Board whether or not their institutions are prepared to assume the costs so that other members of the staffs of their institutions would have an opportunity to attend ALA Conferences. Miss Gaver's motion, seconded by Miss Thornton, that the phrase when these are not borne by the members' institution be removed from the Executive Board Expense policy statement was put to a vote and lost by a vote of 10-2.

Library Technology Program's Plans for Future Financing. Since LTP has existed it has been funded almost completely by the Council on Library Resources. This has included (1) support of projects in library technology submitted by LTP, and (2) operating expenses of the LTP office, for salaries, travel, consultants, and materials amounting to approximately $100,000 annually. The objective of CLR has been that LTP become self supporting or be supported by ALA. The Council now has suggested a final grant of approximately $200,000 for operating expenses which can be spread over more than a two year period if desired. ALA now pays certain core costs including the Director's salary, the salary of his secretary, and some of the office expenses. CLR's suggestion means a lessening of LTP's work unless other ways of financing are found; it has not seemd possible for ALA to pick up the entire cost. Mr. Blasingame felt more than ever the time is coming when ALA will have to decide what its role will be in this as well as other long range programs it has been partially supporting. On motion of Miss Gaver, seconded by Mr. Dawson, it was

VOTED, That the Executive Board requests the Library Technology Program Advisory Committee to restudy its program and consider ways of extending the usefulness of the proposed $200,000 grant beyond the two year limit, and that the Committee present recommendations to the Board at the Kansas City Conference.

Kansas City Conference Program Planning. President Mohrhardt made a brief report on the planning for the Kansas City Conference program which will center on the Report of the National Advisory Commission on Libraries.

Report of the Reporting Committee for the Committee on Program Evaluation and Budget - Exhibit 5. Marion Vedder, Chairman of the PEBCO Reporting Committee reviewed the Report which the Board accepted for Information. She called attention to PEBCO's recommendation that the Program Memorandum be continued. Miss Liach, Mr. McDonough and Mr. Talmadge expressed their hope that it or a digest of it be published for the Membership as a valuable reference tool. Mr. Dawson suggested that the Board refer the document to the editor of the Bulletin to consider publication. It was the sense of the Board that the Executive Director should make every effort to place the Program Memorandum in the hands of the members by whatever means possible. In addition to the Report presented by the Committee,

IX - Appointment of ASD/RSD Executive Secretary, continued

That The ALA Executive Board approves the appointment of Ruth M. White to serve, among other responsibilities, as Executive Secretary of the Adult Services Division and the Reference Services Division.

X - PUBLIC LIBRARY ASSOCIATION EXECUTIVE SECRETARY

The Executive Director is in receipt of a request from the Board of Directors of the Public Library Association asking full time assignment as Executive Secretary of Miss Eleanor Ferguson who now serves as Executive Secretary of PLA and the American Association of State Libraries. A similar request was received by the Executive Board from the latter division at the 1967 Fall Meeting. The Board advised the division to seek consideration through budgetary channels. This sentiment has been transmitted also to PLA.

XI - SPECIAL COMMITTEE ON NATIONAL MANPOWER PROGRAMS - Miss Gaver

During the Board's 1967 Fall Meeting, Miss Gaver asked to be scheduled for a progress report to the Board at this Meeting.

XII - EXECUTIVE BOARD EXPENSES - Miss Gaver

In her letter of December 5 to President Mohrhardt, Miss Gaver states, "As chairman of PEBCO I raise the question of putting on the agenda for the Midwinter Board meeting the matter of a more specific policy of paying expenses of Board members to conferences. In my own opinion there should be no 'if' in it; ALA should pay as a matter of policy."

The Association pays all expenses of the Board Members to the Spring and Fall meetings and pays all expenses, when these are not borne by the Member's institution, to the Midwinter Meeting and to the Annual Conference Meeting. Transportation is included plus a per diem (presently) of $25.00.

XIII - LIBRARY TECHNOLOGY PROGRAM's PLANS FOR FUTURE FINANCING - Mr. Clift

XIV - PLANS FOR THE 1968 ANNUAL CONFERENCE IN KANSAS CITY - President Mohrhardt

XV - PLANS FOR THE 1969 ANNUAL CONFERENCE IN ATLANTIC CITY - Mr. McDonough

End of Section

8.2.3

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.3.1
Approved by:	ALA Executive Board	*Page:*	1 of 1
Issue Date:	June, 1967	*Supersedes:*	

Expenses - ALA President - released time

VOTED, That the Executive Board approves in principle the provision of up to one quarter released time including the cost of fringe benefits for the President of the American Library Association.

After carefully considering all the possibilities the Subcommittee recommends to the Executive Board and Council that a sum of up to $10,000 be made available each year to the President to enable him or her to meet expenses connected with the presidency. Recent presidents indicated that their chief need was for secretarial assistance, but it occurred to the committee that there might be a need for a temporary administrative aide, a research assistant, or even a portion of a salary depending upon the situation in each institution or library. The incoming President would indicate to the Executive Director how he or she intended to use such funds and records would be kept in terms of fiscal responsibility.

The Subcommittee would also call attention to ALA Executive Board Policy 208.3, adopted in October, 1951, which states that the annual budgets should provide "an item sufficient to cover all travel and other expenses incidental to the discharge of the official duties of the President, including his attendance at regular meetings of the Association." The paragraph above is in line with this policy and suggests a method for implementing it realistically.

Basically, the Subcommittee does not see the President's role changing significantly from what it is at present. As the Association continues to grow, however, it is important for the President to be more active at the state and regional conferences and to represent the Association at meetings of other organizations which can help advance the goals of the Association. The time spend by the president on ALA activities during the presidential year has been variously estimated at forty to fifty per cent. It is also the testimony of recent vice-presidents that the amount of time they spend on ALA business is much beyond what they originally estimated and the testimony of one past-president added that ALA duties do not automatically cease with the passing of the gavel to the incoming president.

This Subcommittee believes that all of the needs stated above, more adequate support for the president, a travel budget for chapter meetings, and increased travel budget for the vice-president can be met by a sum not exceeding $20,000. We recommend that the principles stated above be adopted and that COPES be requested to consider these principles in budget plans for 1976-77.

Edward G. Holley, Chairperson
Alice Ihrig
Alphonse Trezza

Divisional Memberships. Following the Membership Meeting at which William L. Emerson (California) moved that Council consider the recommendation that membership in three divisions without limiting them to type of library or type of activity be a basic membership dues perquisite, the Board gave attention to how this resolution should be submitted to Council. Mr. Emerson's original proposal (Exhibit 7) was referred by Mr. Vosper during his presidency to the Committee on Organization and to the Membership Committee. The Membership Committee while it recognized the advantages and disadvantages made no direct recommendation (Executive Board Minutes, 1966 Fall Meeting). COO is recommending to the Council at this Meeting that the membership dues basic perquisites remain two divisional memberships, but that there be no restrictions as to types. In supporting COO's recommendation, the Board AGREED that upon presentation of this recommendation by COO, the President should call Council's attention to the Membership Resolution and let the discussion proceed from that point. The Comptroller was asked to be prepared to describe costs involved.

Headquarters Location. The Board discussed the parliamentary procedures which blocked the obvious desire of Council to refer to the Membership the question of headquarters location but with a recommendation. The Treasurer supported the parliamentarian's advice that a recommendation constituted an action, and suggested that a matter as important as this must be held free of any legal question. It was suggested in the future on matters as important to the Association as this, resolutions should be phrased in consultation with the Association's legal counsel and with parliamentary advice. While the President had stated the Board's position, it was felt by some that the Board's position wasn't clear; in answer to this Mr. Dawson suggested that any report made by a Board subcommittee to Council ought to constitute an Executive Board recommendation. Mr. Blasingame then raised an issue brought out in Council's deliberation which might be considered by the Constitution and Bylaws Committee: the suggestion that Council might have approved the recommended move to Washington subject to referendum. If the constitution does not provide for referenda, then a change might be considered. Such a provision would have satisfied much of the discussion where Council did not want to abrogate its responsibility but felt the need of membership support. Upon Mr. Blasingame's motion, seconded by Miss Thornton, it was

> VOTED, That the Constitution and Bylaws Committee Consider the possibility of an amendment to the Constitution which would make it possible for Council to vote on an issue subject to a referendum by the Membership, and that it also consider a time limit on membership rescission of a Council action.

Office of Second Vice President. President Gaver submitted a report on her canvass of the past seven second vice presidents (Exhibit 8) which arose from her desire to see this Office better recognized and out of her own need to call upon that office for assistance during her presidency. She wondered whether the second vice president's term could be extended a year, in effect resulting in two second vice presidents, and suggested also that the second vice president should be assigned a budget to permit his representing the

president when desirable. Mr. Doms felt this might be desirable but suggested that it would be difficult for the Board to make a decision without having at hand defined statements of responsibility. Mr. Talmadge related this to the item of new business on the Board's agenda on Released Time for the President, and suggested this be considered in connection with the present discussion.

Mr. Vosper felt that it would not be unwise to consider the possibility of released time and suggested one quarter an appropriate period of time which the ALA president might be expected to devote to ALA responsibilities as an optimum. On motion of Mr. Talmadge, seconded by Mr. Vosper, it was

> VOTED, That the Executive Board approves in principle the provision of up to one quarter released time including the cost of fringe benefits for the President of the American Library Association.

On the question of the office of second vice president, there were comments as to just how many duties the president can effectively transfer to this Office and on the desirability of enlarging the Board to provide for two second vice presidents with terms of two years; it was agreed that more consideration needs to be given to this question. Therefore, on motion of Mr. Wright, seconded by Miss Thornton, it was

> VOTED, That the Executive Board establish a special subcommittee to study the functions of the Office of Second Vice President, make recommendations for extending the duties and responsibilities of the Office, and make recommendations concerning budgetary support of the Office.

The session adjourned at 3:50 PM.

Fourth Session

The fourth session of the 1966-67 Executive Board during the 1967 San Francisco Conference convened at 2 PM, Thursday, June 29, President Mary V. Gaver presiding.

Joint Committee on Library Service to Labor Groups (ASD-CIO-AFL). A resolution, submitted to the Adult Services Division Board of Directors by the Joint Committee during the Conference (Exhibit 9), was referred by ASD to the Executive Board for action. Mrs. Muriel Javelin, President, ASD, Mr. Samuel L. Simon, of the Joint Committee, and Eleanor Phinney, ASD Executive Secretary, met with the Board to discuss the division's and the Joint Committee's viewpoints. Mr. North was also present. While the article in question (prepared by the editor of the Public Relations Reporter) had been reviewed by staff of ASD and LAD (SORT liaison), and by the chairman of the Joint Committee, it was felt on their part that had the time schedule for review been less pushed the alleged prejudicial statements aimed at unionization of library staffs and collective bargaining may have been identified. ASD felt that this is a policy matter without its jurisdiction that the Board should handle instead of the Division; the Committee

VOTED, That the amended resolution on the Commission on Obscenity and Pornography be accepted.

The Board agreed that disposition of the Resolution be left to the discretion of the President, Executive Director, and the Director of the ALA Washington Office.

American Association of State Libraries' Executive Secretary. On behalf of the ASL Board which considered the matter at the San Francisco Conference, Estellene P. Walker, President of the division, asked the Executive Director to consider assigning the division's Executive Secretary, which it now shares with the Public Library Association, full time to ASL. The request was submitted to the Board for information at this time, with the Board concurring that such matters need first to go to PEBCO for budgetary considerations and ultimate action by the Executive Board. Miss Thornton wondered whether this might not go to either the Personnel or Visiting Subcommittee. Mr. Talmadge felt that the Board ought not to delegate too many of its powers to subcommittees. However, it did raise in his mind and in the minds of other Board members the desirability of establishing an Executive Committee of the Board which could act for the Board between its quarterly meetings at perhaps monthly meetings to expedite the number of important matters that either have to wait or be acted upon by correspondence. Concern was expressed at the growing amount of time the Board is being required to give to ALA matters as the Association grows, and it appeared to be the consensus that the Board could not meet more frequently. The Executive Director was asked to explore the suggestion further and submit recommendations to the Board for action at Midwinter. If established, Mr. Talmadge felt that the Executive Committee ought to be on an ad hoc basis for at least a year.

The second session adjourned at 9:20 PM.

Third Session

The third session of the Executive Board's 1967 Fall Meeting convened at 9 AM, Friday, November 3, in the Board Room at ALA Headquarters.

Supplemental Budget Requests. By action at the first session, the Board had before it $46,054 in unallocated funds for 1967-68 budgeting. The entire third session and a portion of the fourth was devoted to an item by item review of the 23 supplemental requests and the assignment of priorities to each. During the fourth session, the following 1966-67 General Funds expenditures were authorized upon motion of Mr. Talmadge, seconded by Miss Thornton:

Membership Vote on Headquarters Location	$10,000
*Released Time for ALA President	4,700
*New Positions (See Exhibit 6)	12,000
*ALA Committee on Manpower	700
RTSD Policy and Research Committee	500
RSD Interlibrary Loan Committee	1,920
PLA Study of Public Library Systems	1,000
ALA Committee on Instruction in the Use of Libraries	800
Joint Committee of ALA-ABA-ABAA	400

AASL Committee on Use of Paperback Books in Schools	750
*ALA Office for Library Education	7,800
*ALA Vice Presidents' Expenses	500
ISAD Machine Readable Cataloging Format Committee	2,140
Freedom of Access to Libraries Committee	1,345
*Allocation to ALA Staff Association	460
	$ 45,015

The following items are for the record on those indicated above by an asterisk:

Released Time for ALA President. The Board, at the San Francisco Conference established the principle that up to one-quarter released time plus fringe benefits should be budgeted annually for the President. President Mohrhardt did not think, however, that in his particular case he would be in a position to utilize that amount of time during the remainder of his presidency. The Board acted upon his suggestion that the amount of $6,995 be reduced to $4,700, with the understanding that the policy of budgeting up to one-quarter released time for future presidents would remain in force.

New Positions. Discussed and approved in executive session; reduced by $264.

ALA Committee on Manpower. Miss Gaver pointed out that the request of $1,400 was intended to cover two extra-conference meetings, and since one of those has already been held and financed from the Executive Director's Operating Reserve Fund, suggested reducing the figure to $700 to cover the second meeting during the spring of 1968. It is the Committee's hope to produce a substantive report for Council consideration at the Kansas City Conference.

Office for Library Education - Exhibit 10. Miss Gaver pointed out that the focus of the proposal is probably entirely within the Office for Library Education and reminded the Board of its strong encouragement to get projects of this sort under way. The total amount of the proposed budget could not be accommodated by the funds available without eliminating some of the other items the Board has given high priority. With the understanding that the Office for Library Education be instructed to cover as much of the proposal as possible with $7,800 instead of the $14,530 requested and submit to PEBCO with the Board's endorsement in 1968-69 a budgetary request to complete the program described in the Exhibit.

ALA Vice Presidents' Expenses. President Gaver and Mr. McDonough suggested that as a matter of principle, the Executive Board ought to establish some kind of allocation to permit the first and second vice presidents to carry out various assignments which they may be given, whether representation of for other reasons requiring out-of-pocket expenditures. The Board did not take formal action establishing this as policy but there seemed to be consensus.

Allocation to ALA Staff Association. The Chairman of the Personnel Committee reported that the Committee learned indirectly that the Staff Association's funds derived from dues and profits from refreshment services are insufficient to finance current activities, and recommended that in some way the Board might wish to recognize the value and contribution of the staff association to the welfare of

End of Section

Virginia Matthews then moved adoption of CD#64: "That OLOS Advisory Committee urges the Association to increase the intensity of its efforts in these directions rather than vitiate our energies in areas in which we have little influence."

After a short discussion, Betty Turock, Executive Board member, recommended, and the mover accepted an amendment to the resolved clause to delete everything after the word "directions." By CONSENT, Council approved CD#64 as amended.

RESPONSE TO THE BALCOM RESOLUTION, CD#72, Exhibit 40. At the 1993 Midwinter Meeting, Council voted "that the Executive Board prepare for Council a summary of those operational issues and policies prompting CD#38, The Right to Know/*American Libraries* Editorial 1/93, and report to Council at the 1993 Annual Conference with recommendations to address members' concerns." President Miller stated that CD#72 represented the Board's response to that motion.

REPORT OF THE DISASTER RELIEF COMMITTEE, CD#73, Exhibit 41. Nancy M. Bolt, chair, reported that her committee had been charged with reviewing ALA Policy 8.3, Disaster Relief, and upon doing so had concluded that ALA did have a responsibility to provide assistance to disaster stricken libraries, both in the U.S. and in other countries. However, the committee did not believe that ALA funds should be allocated for this purpose; rather, the committee recommended an ongoing information effect as outlined in CD#73.

Ms. Bolt then moved that Council amend Policy 8.3, Disaster Aid, to read: "When a disaster occurs that affects one or more libraries, the staff or friends of those libraries are encouraged to contact ALA for assistance. Such assistance shall include, at a minimum: (1) the provision of information about the disaster, its effect on the library, and where contributions can be made and (2) information on dealing with disasters."

Councilor Robert Holley recommended and the mover accepted the following friendly amendment "...the provision of information *to the public* about the disaster,..." and "...information *to the library* on dealing with disasters."

Council then

VOTED, To adopt amended Policy 8.3, Disaster Aid:

> When a disaster occurs that affects one or more libraries, the staff or friends of those libraries are encouraged to contact the ALA for assistance. Such assistance shall include, at a minimum: (1) the provision of information *to the public* about the disaster, its effect on the library, and where contributions can be made, and (2) information *to the library* on dealing with disasters."

ANNOUNCEMENTS. Peggy Sullivan reported that the total paid attendance for the 1993 Annual Conference was 12,279, compared to 13,063 in San Francisco on the same day. The grand total registration was 17,165, compared to 19,261 on same day in San Francisco. The Executive Director also reported that ALA had reached 96% of its estimated registration budget for this conference.

RESOLUTION ON CONFERENCE LOCATIONS, CD#71, Exhibit 42. Councilors Marvin H. Scilken and Bernard A. Margolis moved that in order to end the suffering, Council asks the Executive Board to establish a Conference Location Task Force to determine what the actual costs of out-of-season bookings are and see if the savings, if any, are worth the sweat, frostbite, chilblain, elevated health risks, and diminished professional status.

In speaking to the resolution, Executive Director Peggy Sullivan said she felt that determining potential conference sites was a staff responsibility. She said she questioned why the resolution asked that a specific task force be assigned to carry out the request.

Councilor Julie Cummins recommended and the mover accepted the following friendly amendment: to delete *"the Executive Board to establish a Conference Location Task Force"* and add *"that COPES in consultation with Conference Services...."*

Council then

REPORT FROM THE DISASTER RELIEF COMMITTEE OF THE ALA EXECUTIVE BOARD

The American Library Association Policy 8.3 states:

In case of a natural disaster which inflicts serious physical damage on a number of libraries, the President of the Association is empowered to appoint at once an ad hoc committee to assist the stricken libraries.

ALA will make use of existing budgetary mechanisms including the Executive Director's contingency fund to respond to the need for financial assistance which may occur during the year as a result of natural disasters.

The ALA Executive Board's Disaster Relief Committee has implemented this policy by responding to libraries that have experienced a disaster and contact ALA. The funds provided to libraries have come from donations from individuals and libraries and from the ALA Executive Director's Contingency Fund. The ALA Executive Board asked Policy 8.3 and the Association's activities in the area of Disaster Relief be reexamined.

The Disaster Relief Committee is composed of Lydia Acosta, Rebecca Bingham, Bruce Daniels, and Nancy Bolt as chair and Gerald Hodges as staff liaison. The Disaster Relief Committee met once by telephone conference call on June 10. Prior to the conference call, a memo was sent to all Committee members outlining the issues (attached). In addition, Gerald Hodges provided background information on disaster relief efforts by ALA. This information was sent to all Committee members but is not attached to this report. It is available upon request.

The Committee believes that ALA does have a responsibility to provide assistance to libraries that have experienced a disaster, whether a disaster that affected the library alone (such as a fire) or a disaster that effected the community in which the library is located (an earthquake). This responsibility exists for libraries both in the United States and in other countries.

The Committee believes, however, that this assistance should not be financial. The American Library Association does not have the financial resources to provide substantive financial assistance to libraries that face a disaster. Nor has ALA found it effective to be the central collection point for financial donations from other libraries. Donations have been quite small and the committee believes staff efforts would be best used in publicizing the plight of affected libraries rather than in collecting and distributing funds.

The Committee considered the issues as they were presented and makes the following recommendations to the Executive Board.

1. ALA Policy 8.3 should be revised to read:

   8.3 Disaster Aid

   When a disaster occurs that affects one or more libraries, the staff or friends of those libraries are encouraged to contact the American Library Association for assistance. Such assistance shall include, at a minimum, (1) the provision of information about the disaster, its affect on the library, and where contributions can be made and (2) information on dealing with disasters.

2. ALA should play the role of providing information both to libraries facing a disaster and to those wishing to provide assistance to those libraries. The Committee believes that both libraries experiencing a disaster and those wishing to help such libraries are likely to look to ALA for information and help. The assistance ALA provides should consist of the following:

   A. Development of an Emergency First Aid Kit to libraries that experience a disaster. The First Aid Kit would contain:
      - a "10 point" quick response fact sheet
      - a list of organizations and associations that provide assistance
      - a packet of pertinent brochures or leaflets relevant to the disaster
      - a description of ALA's services

   B. Preparation and distribution of a news release (both in hard copy and over electronic mail) that:
      - describes the disaster and its effect on the library
      - describes the needs of the library for assistance
      - provides information on where the financial and other assistance should be sent

3. The responsibility for gathering and disseminating appropriate information should be assigned as follows:

   A. The Chapter Relations Office should be responsible for coordinating the development of the Emergency First Aid Kit in cooperation with the ALA Headquarters Library, other units of ALA that have expertise in this area, and Chapters that have prepared such information.

   B. The Chapter Relations Office should be the lead office in responding to disasters faced by libraries in the United States. They should work with the state libraries and the ALA Chapters in gathering information and with the ALA Public Information Office in disseminating information.

   C. The International Relations Committee and the International Relations Round Table should jointly gather information about libraries that face disasters outside the United States. The IRC and the IRRT should work with the ALA PIO to

disseminate information about the needs of these libraries. ALA should urge IFLA to prepare an Emergency First Aid Kit, perhaps using ALA's kit as a model.

4. The Committee recommends that the Emergency First Aid Kit be developed by January 1, 1994 and that requests for information from or about libraries facing disasters be directed to the Chapter Relations Committee and the International Relations Committee/International Relations Round Table beginning immediately.

To: Lydia Acosta
Rebecca Bingham
Bruce Daniels
Gerald Hodges

From: Nancy Bolt

Re: Disaster Relief Committee

Date: April 9, 1993

Thank you for agreeing to serve on the ALA Executive Board's Disaster Relief Committee. Our task is to make recommendations to the ALA Executive Board about the appropriate role for ALA to take in responding to libraries that experience disasters.

The purpose of this paper is to raise some issues and options. Attached are documents that show the history of disaster relief at ALA. Please read all of this information and I will schedule a conference call for us to discuss these issues and our recommendation. If you would like to add issues after reading all this information, please send them to me.

I will call all of you the first of May to set up a conference call. Our ALA liaison is Gerald Hodges. Our timeline is to have final report with recommendations at the ALA annual meeting in June. I expect to do most of our work via mail and conference call. Are any of you on e-mail? We will have one meeting early in the conference to finalize our report.

Here are some issues for us to consider.

Issue 1: Does ALA have a responsibility to libraries that have experienced a disaster either to their library alone (a fire) or to the community that then effects the library (an earthquake)? If the answer is no, our work is done. If the answer is yes, this raises additional issues.

Issue 2: Should assistance be offered only to libraries in the United States? In North America? Around the world?

Issue 3: Should that assistance be financial? If yes, what is an appropriate and ongoing source of these funds? At one point in the past, the ALA Executive Board considered budgeting up to $25,000 for disaster relief each year. Instead, they decided to use money from "existing budgetary mechanisms" which has meant the Executive Director's contingency fund. Current

Issue 4: How much should be provided to libraries that experience a disaster? How do libraries request these funds? Who decides whether a library should receive funds? What criterion should be used to determine which library receives funds and how much? Who should handle such requests within ALA?

Issue 5: Should ALA simply be a conduit for information about libraries experiencing a disaster? Should ALA ascertain what these libraries need and be a central place to publicize these needs? Should ALA receive financial donations targeted for specific libraries? For libraries facing future disasters? Who in ALA should do this?

Issue 6: Should ALA prepare information documents to help libraries prepare for disaster and its recovery? Who in ALA should do this?

The enclosed information seems to show the following financial history of disaster relief.

Source of funds

Most of the funds seem to come from the ALA Executive Director's contingency fund. $1770 seems to have been raised for the California earthquake and Hurricane Hugo disasters. $727 was raised to support Romanian libraries and $1510 was also raised for the relief of Armenian libraries.

Allocation of funds

The following amounts have been dispensed.

$5000	California Library Association
$4000	South Carolina Library Association
$1000	Virgin Island Library Association
$1000	Alabama Library Association
$1000	Sociedad de Bibliotecarios
$1000	Trion, Ga. High School Library
$1000	Trion, Ga. Elementary School Library
$2000	Florida Library Association
$1500	Armenia

Through this letter, I am also asking Gerald Hodges to verify if we have received any additional funds, dispensed any additional amounts, and make any other factual corrections to this summary.

I will be in touch soon to set up the conference call. We have some decisions to make.

1989-90 CD#80

AMERICAN LIBRARY ASSOCIATION

50 EAST HURON STREET CHICAGO, ILLINOIS 60611 U.S.A.
312-944-6780 800-545-2433
TELEX 4909992000 ALA UI FAX 312-440-9374 TDD 312-944-7298

MEMORANDUM

TO: ALA Council

DATE: 17 June 1990

FROM: Lucille Thomas, Chair

RE: Disaster Relief Committee report

Exhibit 10 in the MINUTES from the ALA Executive Board Spring Meeting provides a progress report from the Disaster Relief Committee. An updated report from the Armenian Earthquake Disaster Committee is attached. Please note that Mrs. Silva Mkrtichi Mekinian, the Armenian Vice-Minister for Culture, is planning to be in the U.S. from 18 June to 2 July 1990. She will attend the ALA conference and then travel to Washington, D.C. and New York.

Our efforts to assist Romania in restoring its libraries and library service has generated the following attached press coverage: The New York Times carried an editorial entitled "Starved, for Books: Another Hunger in Eastern Europe," the Associated Press service carried a story on our efforts on 4 June 1990, the New York Daily News carried on editorial entiled "A New Chapter", and Lingua Franca printed the attached article in their June 1990 issue.

A summary of the Committee's income and expenses through 31 May 1990 follows:

	Romania	Armenia	U.S.	Grand Total
Received	$727	$1,510	$ 1,770	$4,007
Dispersed			$14,500	

As we have now been involved in several disaster relief efforts in the U.S. and abroad, we believe it is advisable to establish appropriate policies and procedures. We, therefore, would like to make two recommendations:

1. ALA Council should establish a maximum dollar amount to be spent during a fiscal year for natural disaster relief effort. (Currently, the ALA Policy Number 8.3, Disaster Aid, states, "A fund of not less than $5,000 shall be established to provide immediate assistance.")

2. In addition to financial assistance, the Disaster Relief Committee should explore and develop alternative methods of responding to requests for assistance. The involvement of ALA members with appropriate expertise should be consulted when responding to these requests for assistance.

Lucille C. Thomas, chair and J. Dennis Day, member of the ALA Disaster Relief Committee.

DATE: June 6, 1990
TO: ALA Executive Board
International Relations Committee
Armenian Earthquake Disaster Committee
FROM: Sylva Natalie Manoogian, Chair
President's Armenian Earthquake Disaster Committee
SUBJECT: HYE EARTHQUAKE LIBRARY PROJECT (H.E.L.P.) -- PROGRESS REPORT

Meeting, ALA Midwinter, 1/6/90

• The Committee met at the ALA Midwinter meeting in Washington, on 1/6/90, with members Maurice Freedman, Samuel Fustukjian, Warren Tsuneishi, and Lilia Vasquez unable to attend. Committee member Norman Horrocks was present; Michael Albin represented Warren Tsuneishi, who had sent written comments. Araxie Churukian, UC Riverside, was introduced as a resource person to the project. Several visitors also attended the meeting, including Opritsa Popa, who was at the conference to seek assistance for Romanian libraries. Ms. Popa had been referred to the chair, Sylva Manoogian, by Bob Doyle. The information regarding H.E.L.P. provided by the chair proved very useful in the endorsement by Council of a relief program and the establishment of the Romanian Disaster Committee.

The chair reported on the ALA delegation's 12-day trip to Armenia in September and October 1989. She showed video footage of visits to libraries in Erevan and in the quake-devastated city of Stepanavan, where construction of a $ 2.5 million children's library has been proposed. There was discussion about ways of funding a visit by a representative of the Armenian SSR Ministry of Culture to the Annual Conference in Chicago. MINUTES OF THE 1/6/90 MEETING AND STATEMENTS OF EXPENSES INCURRED BY SYLVA AND MANOOGIAN DURING 1989 ARE ATTACHED.

Special Meeting, New York, 1/26/90

A special meeting of the committee was scheduled for January 26, 1990, in New York City, at the Armenian Diocese, to coincide with the chair's presence at the events marking the 50th anniversary of Archbishop Torkom Manoogian's ordination to the priesthood.

• The special meeting took place as scheduled, with Maurice Freedman, Norman Horrocks, and Lilia Vasquez present. Sylva Manoogian chaired, and Khachig Manoogian, H.E.L.P. construction project liaison, attended. Samuel Fustukjian and Warren Tsuneishi were unable to attend.

Upon the announcement by the chair that the Annual Conference committee meeting date was scheduled for 6/22/90, 8-10 p.m., Horrocks requested that a formal objection be lodged, as the conference would not officially begin until 6/23/90. He recommended that the chair contact Conference Arrangements to reschedule said meeting to 6/23/90, 9-12:30. The chair did so,

and Conference Arrangements complied.

ALA Yearbook 1990

The chair was invited by Roger Parent to submit a 750-word piece regarding H.E.L.P. for inclusion in the ALA Yearbook 1990. Said piece was submitted and was accepted for publication.

Poster Session

Horrocks recommended that the committee apply for participation in the Annual Conference Poster sessions. The chair submitted an application, which was accepted. THE ABSTRACT IS ATTACHED.

Funding for Visitor from Armenia

It was agreed that funding would be sought from outside sources to invite Mrs. Silva Mkrtichi Mekinian, Armenian SSR Vice-Minister of Culture, to the ALA annual meeting. Prior to the conference, Mrs. Mekinian would spend three days in Los Angeles; and following the conference, Washington, D.C. and New York City. Dates of her stay in the United States would be from June 18 to July 2, 1990. The chair would arrange to travel with Mrs. Mekinian as her escort and interpreter.

On April 24, 1990, a telex was received in ALA Headquarters from Erevan, expressing concern that the Ministry of Culture had received no communication from the Association regarding the project to help Armenian libraries. The chair consulted committee liaison, Bob Doyle, as to whether money could be borrowed from the emergency fund to cover Mrs. Mekinian's expenses during her 2-week stay in the United States, as the expected outside funding was not in hand, and a timely response to the Ministry was necessary. The funds would be replaced as soon as they were secured. Committee members were polled by telephone on May 8, and the majority concurred (Tsuneishi was not available). On Bob Doyle's advice that this would be acceptable, the chair drafted the text of an invitation to be sent to the Minister of Culture, Iuri Melik-Ohanjanian. A COPY OF THE INVITATION FAXED TO ALA HEADQUARTERS IS ATTACHED.

Subsequently, Doyle informed the chair that, due to the ruling adopted by ALA Council, emergency funds were to be used for direct aid only. Any additional donations received would also be subject to the restrictions. [To date, the $5,000 emergency fund has been augmented by 31 contributions totalling $ 1,505]. This would mean that travel and accommodation expenses funds could not be deposited in the ALA/HELP account.

The chair indicated that she would cover expenses and try to recover reimbursement from outside sources later. She stated that ALA should not be put in a position of having denied the Armenian representative an invitation, as it was possible that the Soviet government might refuse to let her leave the country anyway. The invitation was telexted to Armenia by Bob Doyle, with the wording of the sentence "Mrs. Mekinian's travel and accommodations while in the United States will be paid for by the ALA/HELP Committee" amended by deleting the phrase "by the ALA/HELP Committee."

On June 3, 1990, Mrs. Mekinian telephone the chair from Erevan to inform her that she had been authorized to come to the United States. Mrs. Mekinian's itinerary was faxed to ALA Headquarters, to be faxed to the Minister of Culture. A COPY IS ATTACHED. Airline reservations have been made for a fare of $ 1,103, which the chair will pay for by midnight on June 12. Chicago hotel accommodations and conference fees are being taken care of by ALA. Reservations for hotels in Los Angeles, Washington, and New York are to be confirmed.

The Vice-Minister's proposad program of activities includes launching the mega-fund raising campaign for $ 2.5 million in a series of events to be held in the cities she will visit before and after the conference.

In Los Angeles: Presentation to a gathering of library and community representatives at the Los Angeles Public Library's Central Library; introduction to Mayor Tom Bradley and City Council. LAPL staff are working under the direction of the chair.

In Chicago: Horrocks will coordinate media coverage; an event involving the Chicago Armenian community may be possible.

In Washington: Visit to Library of Congress (to be confirmed); reception in her honor by Armenian community (to be confirmed). Fustukjian has provided chair with names and phone numbers of contact persons. Tsuneishi will be asked to arrange meeting with Librarian of Congress.

In New York: Reception in her honor at the Armenian Diocese (to be confirmed); visits to United Nations and New York Public Library. Vasquez will coordinate, with Joyce Sulahian of the Un as site liaison to Diocese. Freedman will be asked to develop library guest list.

THE ATTACHED ITINERARY WILL BE TELEXED FROM ALA TO EREVAN FOR FINAL CONFIRMATION BY THE ARMENIAN SSR MINISTRY OF CULTURE. THE CHAIR WILL TELEPHONE MRS. MEKINIAN AS A FOLLOW-UP.

3

Relationship to Armenian Diocese

The committee's direct connection with the Primate of the Armenian Diocese in New York has been altered. Archbishop has been elected the Armenian Patriarch of Jerusalem and has already assumed his duties in the Holy City. The new Primate in New York is the Rt. Rev. Khajag Barsamian, formerly the Vicar General of the Diocese. He is aware of the ALA/HELP efforts and supportive of them. Patriarch Manoogian is following the project with interest. He has asked the chair to convey his thanks to ALA for its continued support in this humanitarian bibliographic mission of mercy.

The committee will continue to work cooperatively, but autonomously, with the Diocesan reconstruction of the "American Armenian Village" in Stepanavan, where ground-breaking took place on June 2, 1990. The committee feels that the visit of the Vice-Minister of Culture's visit will be very helpful in assuring successful implementation of HELP project goals.

Resource Persons to Committee

Araxie Churukian (UC Riverside). Ms. Churukian has been working with the chair on the preparation of the poster session.

Levon Avdoyan (LC). Mr. Avdoyan will be asked to be the Washington D.C. liaison to the Armenian community, inasmuch as Samuel Fustukjian has relocated to Florida.

Annual Conference H.E.L.P. Meeting Schedule & Locations

June 23	9-11	Committee meeting	HIL Conf 4A
	11:30-12:30	Poster session 1A	MPN-Exhibit Hall

Attachments

- Minutes of Committee 1/6/90
- Statements of expenses of SN and KE Manoogian
- Poster session abstract
- Text of invitation to ASSR Ministry of Culture 5/8/90
- Text of itinerary confirmation to ASSR Ministry of Culture 6/6/90

During the 1980's, the U.S. saw a boom in private sales of rifles designed for war. Since Federal law severely limits access to fully automatic weapons, which fire a stream of bullets on a single trigger pull, gun makers churned out semiautomatic models, which require a trigger pull for each shot. But with manuals like the one quoted above, drug gangsters and firearm fanatics have no trou-

sault weapons.

Passing such laws is obstructed by opposition of the National Rifle Association, which considers the convenience of a few target shooters more important than public safety. Congress now has the chance to show that it is as capable of courage as California and New Jersey.

Helping Veterans the Right Way

The Secretary of the Department of Veterans Affairs, Edward Derwinski, and his deputy, Anthony Principi, deserve credit for trying to straighten out a chaotic and occasionally unfair system of veterans benefits.

Their most controversial idea is to restrict payments to veterans whose disabilities were incurred in the actual performance of military duty. That includes, but is not limited to, combat. It would cover the sailor who suffers an injury or contracts a chronic illness while on ship; it would exclude the sailor who develops a bum knee in a skiing accident while on leave.

Most veterans receiving disability meet this test. But many suffer from disabilities resulting not *from* service, but while they were *in* the service. Others are in no way impaired in making a living. It may once have made sense to presume a service connection and pay them, but not now, when the continuing budget crisis forces scrimping on programs even for the indisputably needy.

Eliminating such claims could save $2.1 billion over 10 years. It's money that Mr. Derwinski wants to apply to other needs, like making outpatient treatment at veterans' medical facilities more readily available to poor veterans, or redressing the 2.5-to-1 imbalance in survivors' payments to spouses of generals compared with those of corporals and privates.

The proposals will require Congressional approval. Already, though, Disabled American Veterans, in a pre-emptive strike, has blasted them as a "betrayal" of the department's mission. They're no such thing. They're an intelligent response to fiscal stringency that will help the department fulfill its true obligations to veterans.

The Editorial Notebook

Starved, for Books

Another Hunger In Eastern Europe

As the visitors were leaving the conference room at The Times the other day, they paused at the bookshelves to browse, handling the volumes like treasured manuscripts.

"They're yours if you want them," the host said offhandedly of this collection of surplus review copies. Disbelieving, the guests eagerly reached for more.

Who were these book-starved visitors? The rectors of some of Eastern Europe's leading universities.

The hunger for books pervades their fragile new democracies. The old regimes banned not just Western social science books, but even inhibited the accession of literary, scientific and medical works. In 1986, for instance, the Polish Academy of Sciences was allowed to import just 300 titles.

And even now, after political revolutions have demolished the ideological barriers, hard currency remains scarce for all cultural institutions, and libraries and universities must survive on starvation budgets. Eastern Europe needs books — so badly that even contributions from individuals can enlighten and liberate.

Western literature is seldom found in local libraries. Even major research libraries have huge holes in their book and journal collections. University classrooms lack up-to-date economics and science textbooks. Secondary schools lack materials, from magazines to textbooks, to teach English.

Besides books and money to ship them, libraries need cataloguing and other equipment, like typewriters, copying machines, personal computers and microfilm readers. Help is also needed to revive local publishing.

Other nations have recognized the need. Western European governments are cooperating with private sources to deliver books. Canada is donating paper to publishers. But the U.S. Government pleads poverty.

A handful of dedicated Americans working on shoestring budgets have tried to fill the vacuum left by Washington. When the University of Bucharest library burned in the the coup against Ceausescu, 500,000 books were destroyed. Two librarians of Romanian descent, Opritsa Popa and Doina G. Farkas, persuaded the American Library Association in Chicago to lend a hand.

Thanks to their efforts, about 32,000 books are now en route to Romania. Publishers, most of them university presses, have contributed some; private individuals, the rest. The United States Information Agency has provided $30,000 to pick up the shipping tab. But U.S.I.A. spends little more on books for the rest of Eastern Europe's libraries — no thanks to Congressional earmarking of funds to pet projects.

A few local libraries and universities have adopted sister institutions. But most major U.S. foundations have contributed nothing. The tiny Sabre Foundation of Cambridge, Mass., has set an unusually creative example. It has established private foundations in Hungary and Czechoslovakia so U.S. publishers can donate books from inventory and take tax deductions. And it has solicited a list of needs from the institutions it aids, to avoid dumping shelf-worn books on overworked librarians.

Eastern Europeans can read lips. But they prefer to read books.

LEON V. SIGAL

NY TIMES MONDAY, 21 MAY 1990

To the Editor:

Robin O. Motz, M.D., ir April 30, referred to an a Journal of the American sociation of April 18 and this article to mean th cholesterol levels by diet colon cancer and that therefore have a cho lowering their risk of h and at the same time risk of colon cancer, or v

Neither this recent s other in the medical li provided evidence of a c tween low serum chol and colon cancer (or ind any other site).

There are population Japanese, who consume ing in low average lev cholesterol and who a levels of both heart dise cancer. Studies have sh ation between low seru levels and the future r including colon cancer.

In most of these stud ation appears to be ex effect of early, undia resulting in a reduction lesterol. The authors study suggest the poss lated genes increase th cancer and decrease terol. ROGER

Baltim

The writer is a profes at the University of Mc

You Can't S

To the Editor:

Mayor David Dinkir cial issues, though wel a fatal inner contrac nately, that same ill discourse of nearly a these days, at all level

The sad fact is that mote a "gorgeous n nounce bigotry at th mosaic is a system which the place o strictly demarcated aware of the larger cause they're part of the Bensonhursts o come dangerous, cu from other commu ing incursion. I mosaic that lies b bilingual educat segregate Spanish them from economic

It's the idea of th corrupted America tion over the last 2 ing a free-for-all o courses in our colle scope of "Western c

BOOKS FOR BUCHAREST

At the height of Romania's December revolution, crossfire on the Palace Square in Bucharest set the Central University Library aflame. The December 23rd fire ravaged this stately baroque building and consumed 500,000 volumes — a quarter of the library's collection.

On Christmas Eve in Davis, California, Romanian exile Opritsa Popa was watching TV when she saw the blackened hulk of the library where she had once studied for exams. As the camera scanned rows of cindery books, Popa, a librarian at UC Davis who defected from Romania in 1969, made a decision: "I felt it was my moral obligation as a Romanian and my professional obligation as a librarian to do what I could to restore that library."

Some of the holdings — archival documents, illuminated manuscripts, a 1508 bible that was the first published in Romania — are irreplaceable. But Popa and her colleague Doina G. Farkas, also a Romanian expatriate, have convinced the American Library Association to launch a campaign to re-create the library's contemporary collection. Since the drive was announced, in January, several textbook companies, along with the Fund for Free Expression and the Association of American Publishers, have donated a total of 55,900 books, and the first intellectual 'care package' will be dispatched at the end of May.

Central University Library, Bucharest

The information gap in Romania runs deep, however, and merely restoring the library's former collection will not be enough to fill it. Library shelves sagged with Ceausescu's own bloated oeuvre and with that of his wife, Elena, a "doctor of chemistry" who lacked a grade-school education. But on those same shelves, Romanian readers could not find a single foreign book or journal printed in the last ten years. The self-proclaimed "genius of the Carpathians" had cancelled all funds for acquiring foreign publications.

Without access to journals from abroad (the latest edition of *Chemical Abstract* anywhere in the country, for example, is from 1972), Romanian scientists have been particularly handicapped. Popa believes that the consequent ignorance about AIDS prolonged discredited medical practices like transfusing anemic newborns — a procedure that promoted the spread of pediatric AIDS in Romania.

Ceausescu cancelled all funds for foreign publications.

She urges individuals and institutions to contribute back issues of scholarly journals – particularly sets – as well as new subscriptions. University Microforms International has just responded by donating $50,000 worth of journals on film to the Romanian library.

"Now all we need," says Popa, "are the machines to read them."

Those interested in donating to the ALA Romanian Relief Fund can write to Linda F. Crismond, Executive Director, ALA, 50 E.Huron Street, Chicago IL 60611. Checks should be made payable to ALA/Romanian Relief Fund.

For more information on how to donate journals, contact Opritsa Popa. (916) 752-1126. –M.T.

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DAILY NEWS
220 E. 42d St. New York, N.Y. 10017
JAMES HOGE, *Publisher and President* JAMES P. WILLSE, *Editor*
MICHAEL PAKENHAM, *Editorial Page Editor* MATTHEW V. STORIN, *Managing Editor*

City tax package: Ugly but necessary

APPALLING IS THE ONLY WORD to describe the $550 million tax package that Mayor Dinkins and the City Council have cobbled together. Despite the pain it will inflict, the package needs quick approval by Albany.

The whopping tax menu includes a three-year surcharge on the city's personal income tax, which will raise $355 million; a 5-cent-per-gallon gross receipts tax on petroleum products, worth $49 million; a boost in the mortgage-recording tax, for $70 million, plus a host of other levies.

The city package is a double whammy, coming as it does on top of the $1.4 billion in new taxes the state just approved. And for what! Every New Yorker over the age of 5 knows the government is marbled with fat — money that could go, for example, to increasing the number of street cops instead of holding the patrol force at its current inadequate level.

Dinkins and the Council see no short-term alternative to raising taxes and trimming services to meet the city's present budget crisis. But for the long term, they've got to control costs, eliminate waste and increase efficiency. They cannot go to the tax well again without risking a taxpayers' exodus.

THE CITY NEEDS A legal okay from Albany before it can enact the tax package. Despite its huge size, the package deserves that approval. It's necessary to close the city's $1.8 billion budget gap, which was created by a regional economic downturn. The proposed taxes are spread across a reasonably broad base. They do meet the test of fairness.

State legislators may be tempted to fine-tune the package. Whatever other changes they make, the lawmakers must leave the income-tax surcharge as is. Pushing the rate any higher could devastate wage earners and make businesspeople think twice about staying in the city.

For every tax request that fails in Albany, the mayor and Council will have to close the gap by choosing between two alternatives: Upping real estate taxes or cutting services. The Council fears the political heat of a real estate hike. No matter how distasteful, it is a viable alternative. New York City's residential rates are much lower than those in surrounding counties. The Council cannot rule out a real estate tax increase.

Time is now the most important factor. The due date for the city budget is July 1, less than three weeks away. Why such short notice? Because Albany was so scandalously late with its own budget. Having created this crisis, the least legislators can do is act swiftly on the city's ugly but necessary tax package.

Paying the price

There was a message in the maximum penalties handed down yesterday to Joey Fama and Keith Mondello: Racism and the violence it spawns cannot be tolerated in a civilized society.

No sentences, however severe, are going to resurrect Yusuf Hawkins. Nor will they alleviate the grief of his family. But what tough justice can do is alleviate the fears that the system does not work — or, worse, that it works for, not against, bigots.

And maybe tough justice can resurrect a spirit of brotherhood in this city. That spirit was never snuffed out entirely — except in some individual hearts and minds. But its life force seemed to be growing dimmer by the day. Hatred begets hatred. Violence begets violence. Understanding and compassion and the acknowledgment that all men and women and children are created equal can beget a future for New York.

A new chapter

NOTE

Last December, during the revolt in Romania, Bucharest's Central University Library was set ablaze. An estimated 500,000 books were destroyed. The rare volumes, the illuminated manuscripts, are lost forever. But there is now a worldwide effort to replace the contemporary collection and the equipment.

Opritsa Popa, a librarian at the University of California, and a colleague, Doina G. Farkas — both of them Romanian exiles — were aghast at the destruction. They contacted the American Library Association in Chicago, an appeal was launched, and to date 58,000 books have been donated by libraries, booksellers and publishing houses. The U.S. Information Agency has allocated $35,000 to ship as many as 400,000 volumes. The ALA also established a fund to help the Romanians buy books in their own language and to purchase microfiche equipment, photocopying machines, etc. The effort is a noble one. As an ALA spokesman noted, libraries are "the free marketplace of ideas."

Perhaps the most important documents that can be shipped are those upon which this nation was founded — the Federalist Papers, the Constitution, the Declaration of Independence. Undoubtedly, copies will be among the ALA donations to Romania. But the U.S. Information Agency could do no finer work than to make them available, in the vernacular, in every major city in every emerging democracy of Eastern Europe. These documents are, after all, the blueprints of democracy.

VOICE OF THE PEOPLE

Reversing?

Brooklyn: Mayor David Dinkins wants to remove Robert Wagner Jr. from the Board of Education and replace him with a black or Hispanic. Isn't that reverse racism? *Grace Nocelli*

Truth in labeling

Brooklyn: Re Voicer Ernest Johnson's assertion that Sharpton, Maddox, Mason, Sonny Carson and Father Lawrence Lucas are the real men of New York: Are we to believe that an accused scam artist, a disbarred lawyer, a lawyer for drug dealers, a kidnaper and a hatemonger priest are real men? Some set of role models.

Robert Hodge

Harmonizing

Forest Hills: For the sake of racial harmony in New York City, I call upon the Daily News to cease publishing the work of William F. Buckley and Richard Cohen. Their writing is so markedly superior to Richard G. Carter, Earl Caldwell and Juan Gonzalez that I fear the contrast will result in public embarrassment for the black and Latino communities, which in turn will cause uneasiness and unrest. In the present age of intellectual affirmative action of which The News is a charter member, we can no longer tolerate discrimination between mediocrity and excellence. Cohen and Buckley will have to go. *Dan R. Friedman*

Noise in the system

Astoria: Re Andrew Dice Clay: Society is sick enough without having to absorb any more of his diatribes. Let's hear no more of this guttersnipe's "freedom of expression." *Sean Keaveney*

Stranger than truth

Manhattan: Once again, Mike McAlary has demonstrated that he is a callous opportunist who thrives on the misfortunes of police officers. Bold testimony of that fact permeates the pages of his new book "Cop Shot: The Murder of Edward Byrne." Replete with inaccuracies and exaggerations, this book conveys details that are simply the fantasies of an author who engaged in a perverse form of theater of the mind, and any claim that the work constitutes nonfiction is truly a fiction. Obviously driven by the profit motive, McAlary in-

sensitively maligns the character of a fine young officer whose tragic death stunned an entire nation. *Phil Caruso, President Policemen's Benevolent Assn.*

Don't worry, be happy

Elmont, L.I.: In his column "Mets executed the wrong guy" (May 30) re deposed Mets Manager Davey Johnson, Mike McAlary writes: "The sports radio idiots will, of course, be happy." Having worked in the sports reporting business for the past 10 years, I certainly do not consider myself an "idiot." It's true that sports does not rate with world affairs, but there are an awful lot of people out there — intelligent people, at that — who do care about what goes on in sports day in and day out. Mr. McAlary, if "the Mets are less serious business than life itself," then why was your column devoted only to a sports issue and why were you commenting on it in the first place? *Howie Karpin, Programming Director, Sports Phone*

Proof again . . .

Brooklyn: I'd like to say thank you to the employes of the TA, the passengers and the paramedics who helped me when I became ill on a northbound B train on May 30. Their efficiency and concern for me were re-suring during a most frightenin experience. A big thank you al to the staff of St. Vincent's Ho pital, where I was taken. Ne Yorkers do care. *Lola Yen*

Think again, mister

Brooklyn: To Voicer Micha Cosgrove: I am a hard-workin mother who sometimes has t bring a stroller on the trai Would you rather I stay hom get welfare and live off the ta payers' money? I'm sure yo mother also pushed a stroller least once and had errands t run that included dragging yo along. I'm sure if it were you sister, daughter or wife pushin that stroller on the train, you have a whole new attitude.

V. Ann Westbroo

Happy eating

Rego Park: New York City is lo ing one of its most dedicated an valuable employes. "Wildman Steve Brill was committed t teaching the children of this ci about their environment lon before ecology became a buz word. Children were able t learn from the planet itself rath er than the pages of a book. Th new parks commissioner, Bets Gotbaum, concerned with th safety of eating wild foods, wan ed Steve to conduct the walk without picking plants. I hav been going on walks since 198 and have never gotten sick fro eating anything that I have lected: If City Council Pr Andrew Stein wants a meal in New York, he come on a wild food walk.

Ginny

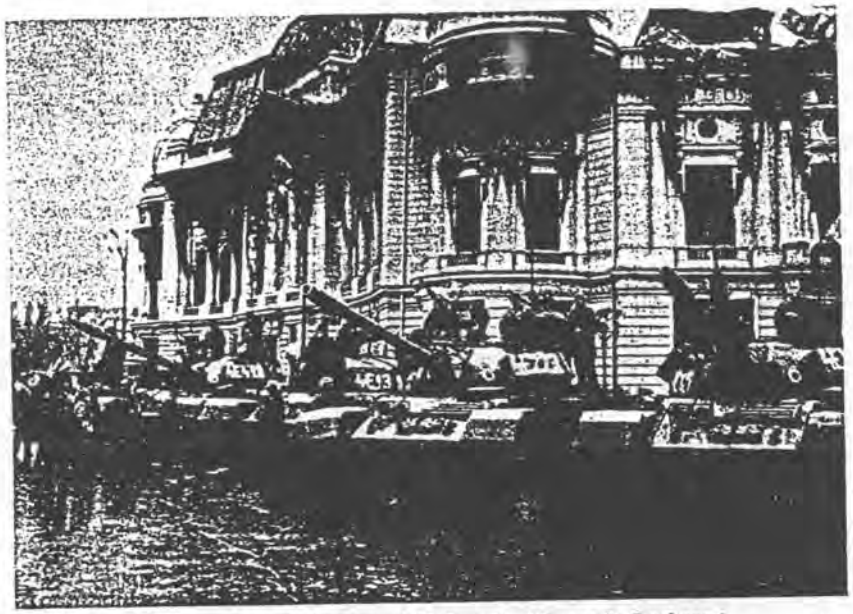
No harm done

Bronx: The goal of animal rights activists was not to do "irreparable harm" to the horse and carriage industry and their families, as Voicer R. Rosenberg suggests, but rather to end some of the abuses these horses had to endure. The new law limits the horse to eight hours' work a day in less crowded areas, requires specific rest and water periods and restricts working in temperatures less than 18° and over 90°. Also, drivers are now required to have liability insurance for personal injury, death and property damage. The result appears to be that the horses are being treated more humanely and the public has the advantage of being driven by a more knowledgeable and safe operator. Anyone who earns a living off the backs of animals has a responsibility to treat that animal ethically.

Marilyn Wellbrock

3

ALA Still Accepting Aid for Romanian Libraries



What remains of the Central University Library in Bucharest

The American Library Association continues its appeal for aid for the libraries of Romania in the wake of that country's revolution last fall.

The main target of the relief campaign is the Central University Library in Bucharest, which was destroyed during the fighting. These photos of the library were taken by Kari Kuukka, a Finnish photographer.

Mr. Kuukka and Eero Iloniemi, foreign news editor for the Helsinki newspaper *Uusi Suomi,* were in Bucharest just two days after the battle that shattered the Central University Library. They shared the story of that experience during a visit to the Library of Congress.

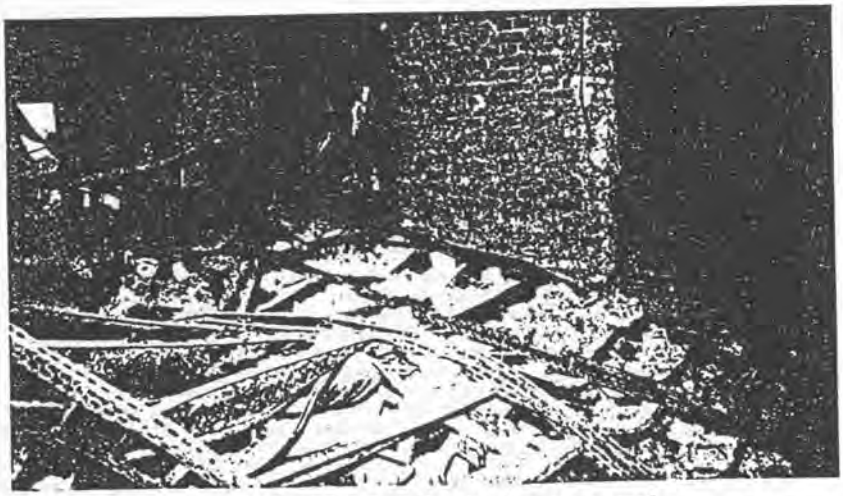
When Mr. Kuukka and Mr. Iloniemi arrived in Bucharest, librarians and architecture students were already planning the reconstruction of the building. Only the frame of the library remained.

The two journalists talked with the librarians who had tried to save what they could of Romania's largest library collection of about 300,000 items. The librarians described how the Romanian army had attacked the Bucharest headquarters of the Securitate, the secret police of the Ceausescu regime. Members of the Securitate abandoned their own building and moved by underground tunnel to the Central University Library next door. They emerged on the roof of the building and continued to exchange fire with the army. During the barrage a fire broke out on the upper floors.

Members of the library staff were taking cover on a lower floor when they realized that the building was burning. In the midst of continuing gunfire, they ran to the upper floors and began grabbing books from shelves; but the fire was ahead of them, and they were able to rescue little. Only a beautiful lecture hall and the basement where the library's least valuable items were stored escaped complete destruction.

Libraries throughout Romania had suffered for years under the restrictions of Ceausescu. For example, the journalists were told that the most recent medical works available at the Central University Library dated from the 1950s. The library had owned a copy machine, and for 20 years had secretly copied items smuggled in from outside the country. A secret system developed by which trusted medical students were permitted to come and read the up-to-date contraband medical books and carry the knowledge out with them in their heads.

Contributions should be sent to Linda F. Crismond, Executive Director, ALA, 50 E. Huron St., Chicago, IL 60611. Make checks payable to ALA/Romanian Relief Fund. Donations are tax-deductible.



Very little of the library's collections were saved.

JUNE 18, 1990

4

AMERICAN LIBRARY ASSOCIATION

Item: FINANCES *Item Number:* 208.11

Approved by: ALA Executive Board *Page:* 1 *of* 1

Issue Date: June 1973 *Supersedes:*

Disaster aid

VOTED, That in case of a natural disaster which inflicts serious physical damage on a number of libraries, the President of the Association is empowered to appoint at once an ad hoc committee to assist the stricken libraries; and

FURTHER, That a fund of not less than $5,000 be established to provide immediate assistance.

AMERICAN LIBRARY ASSOCIATION

Item: FINANCES *Item Number:* 208.10.1

Approved by: ALA Executive Board *Page:* 1 *of* 1

Issue Date: May 1974 *Supersedes:*

ALTA Endowment Fund - Interest

VOTED, That the Executive Board authorize the establishment of a passbook savings account into which will be placed the income cash generated by the ALTA Endowment Fund to facilitate both the use of such income funds and the accrual of interest on them.

AMERICAN LIBRARY ASSOCIATION
50 EAST HURON STREET · CHICAGO, ILLINOIS 60611 · (312) 944-6780

MEMORANDUM

DATE: January 3, 1990

TO: EXECUTIVE BOARD

FROM: Linda F. Crismond

SUBJECT: DISASTER RELIEF GUIDELINES, REVISED

The following guidelines were developed with the Disaster Relief Committee, Lucille Thomas, Chair, and Dennis Day, in order to act on behalf of the Association in support of libraries within the San Francisco Bay area earthquake disaster, and the Hurricane Hugo disaster in South East United States.

It is the general guideline that the American Library Association respond expeditiously to support libraries involved in a disaster. The Association will provide unrestricted funds to be used in the best way possible by the libraries to support disaster relief.

The following guidelines will be used:

1. Disaster Relief Funds are to be used for a natural disaster.

2. More than one library should be involved in the crisis.

3. Preference will be give to distribute funds through ALA's Chapters or Affiliates. A written report will be expected on the use of ALA funds. This report should be coordinated between the Chair of the Disaster Relief Committee and the Chapter Councilor.

4. Disaster Relief Funds are not available to reimburse expenses incurred by either ALA members working on disaster relief matters or by persons from the stricken areas, except when it can be demonstrated directly that such expenses are cruicial and essential to the prompt restoration of library services in the stricken area.

The American Library Association will make known the availability of any Disaster Fund which has been established. It will accept individual donations for redistribution to the disaster area.

The attached Policy Number 8.3, Disaster Aid, is the basis within which disaster funds are established.

LFC/dr
5051w/23

End of Section

8.4

AMERICAN LIBRARY ASSOCIATION

Item: FINANCES *Item Number:* 208.12

Approved by: ALA Council *Page:* 1 *of* 1

Issue Date: July 2, 1975 *Supersedes:*

COUNCIL RECEIPT OF ALA BUDGETS

VOTED, That Council adopts the policy of receiving the budget summary sheets on a trial basis, with the understanding that any member needing more information will be availed the full budget upon request.

RESERVE FOR DECLINES IN STOCK VALUE

VOTED, That the Executive Board adopts the policy of absorbing the loss on stock declines and establishes an initial reserve of $55,000 in the Carnegie Endowment Fund to provide for the anticipated loss on the eventual disposition of the "distressed" common stock in the ALA Investment Portfolio.

End of Section

1996-97 CD#16.1

Policy 8.5 Endowment Funds

Policy 8.5 - Long-Term Investment Funds

Long-Term Investment Funds, colloquially known as endowments, may be restricted, temporarily restricted, or unrestricted. Such funds have been properly donated to the Association and set aside for future use or special purposes. The ALA Future Fund is the ALA Unrestricted Long-Term Investment Fund and is made up of gifts, bequests, life memberships and other sources received over the years; this Fund was formally called the Board-Designated Endowment.

Above language + revised heading were approved by Council at 1997 Midwinter

Policy 8.5 - Long-Term Investment Funds

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Above heading and language were adopted by Council at the 1997 Midwinter Mtg.
1996-97 CD# 16.1

End of Section

Taken from the PMC Report, 2002 - 2003 CD #17.1 at the 2003 AC

Adopted by Council at the 2003 MW

Item 3. Based on Council Document #16.1 (Midwinter Meeting 2003), submitted by the ALA Treasurer and the Endowment Trustees, approved by ALA Council, the PMC recommends that Policy 8.5.1 be revised to read:

Policy 8.5.1 Long-Term Investment Funds: Association's Use/Withdrawal and Repayment

In the preparation of the ALA annual budget the ALA Executive Director is authorized to include a) interest and dividend income generated annually in the ALA Future Fund or b) up to but not to exceed 50% of the five year moving average of the appreciation realized in the ALA Future Fund less any interest and dividend income transferred to the operating fund. Additionally, the Executive Directors of the Divisions and the liaisons for the Round Tables are authorized to include in the preparation of their annual budgets a) interest and dividend income generated annually or b) up to but not to exceed 50% of the five year moving average of the appreciation realized in the respective unrestricted funds. The 50% five year moving average shall be calculated be averaging the interest, dividends and market gains (realized/unrealized) less bank fees, other investment related expenses and any interest and dividends that have been transferred to the operating budget. This calculation excludes any contributions or withdrawals made over the trailing five-year period, Withdrawals using the net 50% five-year moving average do not require repayment.

Use of Fund

Listed below are the primary instances whereby withdrawals from the Long-Term Investment Fund can me made:

A. Program Support
The General Fund, Divisions and Round Tables can request funds from their respective Long Term Investment funds to support one-time programs.

B. Emergencies
Emergencies will include financial disaster due to a major revenue shortfall, act of God, building catastrophe, major lawsuit, etc.

C. New Initiatives
New Initiatives will include projects or programs that are multi-year in nature and deemed important to the future of the Association, Divisions, Round Tables or units.

Withdrawal of the investment funds fur uses stated above may be supported by interest and dividends or the 50% moving average. Amounts requested to be withdrawn in excess of the greater of interest and dividends or the 50% moving average will require repayment with interest.

D. Scholarships & Awards

Allowable withdrawals from temporarily restricted and unrestricted Long-Term investment funds designated for named scholarships and awards will be made to the extent necessary to support the award of scholarship according to its stipulations and requirements. If the interest and dividends of a scholarship or award is not adequate, the amount in the temporary restricted and unrestricted investments designated for named scholarships may be used up to the limits of any permanent or donor restrictions.

E. Life Membership Funds
Allowable withdrawals from temporarily restricted and unrestricted Long-Term Investment funds designated for Life Membership will be made from the Life Membership Fund to the extent necessary to support the annual membership fee for the participants.

F. Transfer of Existing Funds
It is allowable to make a transfer from an existing unrestricted fund for the establishment of a new and or in support of an existing scholarship fund, program or initiative fund within the Long-Term Investment Fund.

Withdrawal/Transfer/Repayment
All withdrawals for any purpose referenced in A, B, C and the 50% five year moving average must be approved through the regular budget process.

Repayment of any withdrawals from the Long-Term Investment Fund for any of the following events will be required at the prevailing ALA borrowing rate with the term to be recommended by management and approved by the Executive Board.
a. Program Support
b. Emergencies
c. New Initiatives
The annual withdrawal of interest or dividends from the Long-Term Investment fund will not require repayment.

Item 4. Based on Council Document #20.1 (Midwinter Meeting 2003), submitted by the Committee on Legislation, approved by ALA Council, the PMC recommends:

Policy 52.4.1 The Rights of Library Users and the USA Patriot Act
The American Library Association opposes any use of governmental power to suppress the free and open exchange of knowledge and information or to intimidate individuals exercising free inquiry. All librarians, library administrators, library governing bodies, and library advocates are encouraged to educate their users, staff, and communities about the process for compliance with the USA Patriot Act and other related measures and about the dangers to individual privacy and the confidentiality of library records resulting from those measures. (See "Current

2002-03 CD #16.1
(2003 Midwinter Meeting)

To: ALA Council

From: Rick Schwieterman, Senior Endowment Trustee
Liz Bishoff, ALA Treasurer

Date: January 10, 2003

RE: Revisions to Long-Term Investment Policy 8.5.1

This past fall the Endowment Fund Strategic Growth Task Force[1] met to review all aspects of the ALA Endowment Fund *(now known as the Long- Term Investment Fund).* The primary purpose of the Task Force was to discuss the development of a strategic plan to grow ALA's Long-Term Investment Fund. A critical part of the meetings dealt with an evaluation and review of the current financial policies guiding the use of these investments. A critical part of the analysis was a review of ALA policy 8.5.1. This analysis resulted in an attempt by the Task Force to clarify the use of ALA's long-term investments and establish the appropriate repayment for withdrawals from the investment funds. This analysis was shared and discussed with the Executive Board during their fall board meetings. The outcome of these discussions led to the following recommended modifications to current policy 8.5.1.

Purpose of Recommendation

The task force recommendations focused on current policy particularly in light of several withdrawals made from the ALA Future Fund. This is the portion of the Long-Term Investment Fund that the ALA Executive Board can utilize for unrestricted expenditures. Council may recall that in 1997 Policy 8.5.1 was revised from a terminology standpoint based upon changes in the rules issued by the Financial Standards Accounting Board (FASB) as well as reflecting changes in organizational procedure. (Note that a definition of terms is included with this document.)

The current policy recommendations reflected in this document more clearly define the use of investments, withdrawal procedures for budgeting purposes

[1] The Endowment Fund Task Force is composed of the Endowment Trustees, Sarah Long, John Popko and Jeanne Thorsen

and repayment terms for certain withdrawals. Specifically you will note that provision has been included in the policy revision to provide a means to use investment funds for new initiatives that may span multiple years. Note that the recommended policy is applicable to all Divisions, Round Tables and units, as well as, the ALA Future Fund. The current policy 8.5.1 only specifies the Future Fund. The modifications also establish best practices related to repayment of certain withdrawals, which are critical to the objectives outlined in the companion document "ALA Strategic Investment Growth Plan".

(Current policy is in italics, proposed policies are in bold.)

Current Policy 8.5.1

8.5.1 Investment Funds: Association's Strategic Priorities/Mission

The Executive Director, in preparation of the ALA annual budget, is authorized to include in the proposed budget, in any given year, an amount not to exceed fifty percent (50%) of a five-year moving average of the appreciation of the ALA Future Fund. The ALA Executive Board must authorize all withdrawals from the ALA Future Fund. For emergencies: The Executive Board shall also authorize withdrawals from the ALA Future Fund when the purposes and programs of the Association would otherwise be seriously impaired; such withdrawals to be considered only with specific repayment schedules and interest rates set at the time of the withdrawal. Scholarships/Awards: Allowable withdrawals from temporarily restricted and unrestricted investment funds designated for named scholarships and awards will be made to the extent necessary to support the award or scholarship according to it's stipulations and requirements. If the amount in the temporary restricted and unrestricted investment funds are not adequate, the principle of the fund may be used, up to the limits of any permanent or donor restrictions.

Background

This policy revision is applicable to the Long-Term Investment Fund activities of the General Fund, Divisions and Round Tables. The policy addresses use, withdrawals and repayment of funds. The adoption of this policy will replace any policies or procedures previously adopted which are in conflict with the spirit, intent and purpose of the policy 8.5.1 as revised. Specifically the revised policy addresses the payback terms and conditions when the principal of the investments are withdrawn. Units of the association may withdraw interest and dividends to support its activities.

Units may withdraw 50% of the five year moving average of the funds appreciation less interest income transferred to the unit, if any. Specific uses and conditions for repayment consist of the following:

Revised Policy 8.5.1 – *Long-Term Investment Funds: Association's Use/Withdrawal and Repayment*

In the preparation of the ALA annual budget the ALA Executive Director is authorized to include a) interest and dividend income generated annually in the ALA Future Fund or b) up to but not to exceed 50% of the five year moving average of the appreciation realized in the ALA Future Fund less any interest and dividend income transferred to the operating fund. Additionally, the Executive Directors of the Divisions and the liaisons for the Round Tables are authorized to include in the preparation of their annual budgets a) interest and dividend income generated annually or b) up to but not to exceed 50% of the five year moving average of the appreciation realized in their respective unrestricted funds. The 50% five-year moving average shall be calculated by averaging the interest, dividends and market gains (realized/unrealized) less bank fees, other investment related expenses and any interest and dividends that have been transferred to the operating budget. This calculation excludes any contributions or withdrawals made over the trailing five-year period. Withdrawals using the net 50% five-year moving average do not require repayment.

Use of Fund

Listed below are the primary instances whereby withdrawals from the Long-Term Investment Fund can be made.

A. Program Support

The General Fund, Divisions and Round Tables can request funds from their respective Long Term Investment funds to support one-time programs.

B. Emergencies

Emergencies will include financial disaster due to a major revenue shortfall, act of God, building catastrophe, major lawsuit, etc.

C. New Initiatives

New Initiatives will include projects or programs that are multi-year in nature and deemed important to the future of the Association, Divisions, Round Tables or units.

Withdrawal of the investment funds for uses stated above may be supported by interest and dividends or the 50% moving average. Amounts requested to be withdrawn in excess of the greater of interest and dividends or the 50% moving average will require repayment with interest.

D. Scholarships & Awards

Allowable withdrawals from temporarily restricted and unrestricted Long-Term Investment funds designated for named scholarships and awards will be made to the extent necessary to support the award or scholarship according to its stipulations and requirements. If the interest and dividends of a scholarship or award is not adequate, the amount in the temporary restricted and unrestricted investments designated for named scholarships may be used up to the limits of any permanent or donor restrictions.

E. Life Membership Funds

Allowable withdrawals from temporarily restricted and unrestricted Long-Term Investment funds designated for Life Membership, will be made from the Life Membership Fund to the extent necessary to support the annual membership fee for the participants.

F. Transfer of Existing Funds

It is allowable to make a transfer from an existing unrestricted fund for the establishment of a new and or in support of an existing scholarship fund, program or initiative fund within the Long-Term Investment Fund.

Withdrawal/Transfer/Repayment

All withdrawals for any purpose referenced in A, B, C and the 50% five year moving average must be approved through the regular budget process. Prior to expenditure, all budgeted withdrawals must be further approved by the Executive Board.

Repayment of any withdrawals from the Long-Term Investment Fund for any of the following events will be required at the prevailing ALA borrowing rate with the term to be recommended by management and approved by the Executive Board.

a. Program Support
b. Emergencies
c. New Initiatives

The annual withdrawal of interest or dividends from the Long-Term investment fund will not require repayment.

ALA FINANCIAL TERMS GLOSSARY

SECTION I – ALA ORGANIZATIONAL TERMS

Not-For-Profit (Tax Exempt) Organization (501 C (3)) – An entity that possesses the following characteristics that distinguish it from a business enterprise: (A) contributions of significant amounts of resources from resource providers who do not expect commensurate of proportionate pecuniary return (B) operating purposes other than to provide goods or services at a profit, and (C) absence of ownership interests like those of business enterprises. Not-for-profit organizations have those characteristics in varying degrees.

Endowment Fund – An established fund of cash, securities, or other assets to provide income for the maintenance of a not-for-profit organization. The use of the assets of the fund may be permanently restricted, temporarily restricted, or unrestricted. Endowment funds generally are established to provide a permanent endowment, which is to provide a permanent source of income. The principal of a permanent endowment must be maintained permanently i.e., not used up, expended, or otherwise exhausted – and is classified as permanently restricted net assets.

An endowment may also be in the form of a term endowment, which is to provide income for a specified period. The principal of a term endowment must be maintained for a specified term and is classified as temporarily restricted net assets.

An organization's governing board may earmark a portion of its unrestricted net assets as a board-designated endowment (sometimes called funds functioning as endowment or quasi-endowment funds) to be invested to provide income for a long but unspecified period. The principal of a board-designated endowment, which results from an internal designation, is not donor restricted and is classified as unrestricted net assets.

Long Term Investments – Assets (investments) held for an extended period of time – usually 5 years and longer – in order to meet the needs of an established or anticipated long developing goal.

SECTION II – FINANCIAL MEASURES

Total Return – Refers to the combination of all interest, dividends, capital gains and losses of a fund over the fund's beginning price or value.

Yield – Refers to the interest generated for a given period of time of a fund over the current price or value of a fund.

Capital Gain - Refers to any profit realized upon the sale of an asset such as a security, mutual fund, portfolio, etc.

Realized Gain/Loss – Refers to the gain/loss in the value of a security, fund portfolio, etc., after the sale/liquidation of all or a portion of the same.

Unrealized Gain/Loss – Refers to the gain/loss in the value of a security, fund, portfolio, etc., prior to the sale/liquidation of all or a portion of the same.

Principal – A base amount of funds used to invest for the purpose of generating income in the form of interest, dividends, value, etc.

Spending/Operating Account – An account set up to capture and settle the operating expenses generated by individual Scholarships, Awards and Divisions within the Endowment Fund.

SECTION III – ACCOUNTING TERMINOLOGY

Contribution – An unconditional transfer of cash or other assets to an entity or a settlement or cancellation of its liabilities in a voluntary nonreciprocal transfer by another entity acting other than as an owner.

Promise to Give – A written or oral agreement to contribute cash or other assets to another entity. A promise to give may be either conditional or unconditional.

Permanent Restriction – A donor-imposed restriction that stipulates that resources be maintained permanently but permits the organization to use up or expend part or all of the income (or other economic benefits) derived from the donated assets.

Permanently Restricted Net Assets – The part of the net assets of a not-for profit organization resulting (A) from contributions and other inflows of assets whose use by the organization is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the organization, (B) from

other asset enhancements and diminishments subject to the same kinds of stipulations, and (C) from reclassifications from (or to) other classes of net assets as a consequence of donor-imposed stipulations.

Restricted Support – Donor-restricted revenues or gains from contributions that increase either temporarily restricted net assets or permanently restricted net assets.

Temporarily Restricted Net Assets – The part of the net assets of a not-for-profit organization resulting (A) from contributions and other inflows of assets whose use by the organization is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the organization pursuant to those stipulations, (B) from other asset enhancements and diminishments subject to the same kinds of stipulations, and (C) from reclassifications to (or from) other classes of net assets as a consequence of donor-imposed stipulations, their expiration by passage of time, or their fulfillment and removal by actions of the organization pursuant to those stipulations.

Temporarily Restricted – A donor-imposed restriction that permits the donee organization to use up or expend the donated assets as specified and is satisfied either by the passage of time or by actions of the organization.

Unrestricted Net Assets – The part of net assets of a not-for-profit organization that is neither permanently restricted nor temporarily restricted by donor-imposed stipulations.

Unrestricted Support – Revenues or gains from contributions that are not restricted by donors. Also refer to **Restricted Support**.

1996-97 CD#16.1

Policy 8.5.1 Endowment Funds: Withdrawals

The Executive Board shall make withdrawals from the Carnegie Endowment Fund only when the need is so great that the purposes and programs of the Association would otherwise be seriously impaired; such withdrawals to be considered only with specific repayment schedules and interest rates set at the time of the withdrawal.

In preparation of the ALA annual budget, COPES is authorized to include as income a withdrawal from the endowment funds of up to six percent (6%) of a five-year average of the market value of the Association's securities less the amounts returned as interest and dividends or up to six percent (6%) of the current market value less the amount returned as interest and dividends.

Policy 8.5.1 - Investment Funds

Association's Strategic Priorities/Mission

The Executive Director, in preparation of the ALA annual budget, is authorized to include in the proposed budget, in any given year, an amount not to exceed fifty percent (50%) of a five-year moving average of the appreciation of the ALA Future Fund. All withdrawals from the ALA Future Fund must be authorized by the ALA Executive Board.

For Emergencies

The Executive Board shall also authorize withdrawals from the ALA Future Fund when the purposes and programs of the Association would otherwise be seriously impaired; such withdrawals to be considered only with specific repayment schedules and interest rates set at the time of the withdrawal.

Scholarships/Awards

Allowable withdrawals from temporarily restricted and unrestricted investment funds designated for named scholarships and awards will be made to the extent necessary to support the award or scholarship according to its stipulations and requirements. If the amount in the temporary restricted and unrestricted are not adequate, the (principal) of the fund may be used, up to the limits of any permanent or donor restrictions.

Approved by Council at 1997 Midwts

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8.5.1

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.1.3.1
Approved by:	ALA Executive Board	*Page:*	1 of 1
Issue Date:	February, 1953	*Supersedes:*	

Endowment Fund - withdrawals

The Executive Board shall, in order to conserve the Carnegie Corporation Endowment Fund, pursue a conservative policy in making capital withdrawals and shall make such withdrawals only when the need is so great that the Association's purposes and programs might be seriously impaired through the non-use of capital.

8.5.1

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.1.3
Approved by:	ALA Executive Board	*Page:*	1 of 1
Issue Date:	July, 1951	*Supersedes:*	

Endowment Fund - withdrawals

VOTED, That the ALA Budget Committee and the ALA Executive Board consider favorably the withdrawal of not more than $30,000 a year from ALA endowment capital as venture capital to invest in income producing ALA projects and services.

8.5.1

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.1.3.2
Approved by:	ALA Executive Board	*Page:*	1 of 1
Issue Date:	October 1974	*Supersedes:*	

Endowment funds - withdrawals

VOTED, That based on budgetary requirements, the Executive Director be authorized to withdraw from the Endowment funds up to 6% of a five year average of the market value of the Association's securities less the amounts returned as interest and dividends or up to 6% of the current market value of the Association's securities less the amount returned as interest and dividends.

AMERICAN LIBRARY ASSOCIATION

Item:	FINANCES	*Item Number:*	208.1.4
Approved by:	ALA Executive Board	*Page:*	1 *of* 1
Issue Date:	January, 1959	*Supersedes:*	

Endowment Fund - Investments Committee

VOTED, That the President, the President-Elect, the Treasurer, and the Executive Director constitute a committee to make further recommendations to the Board for action as soon as possible (to more effectively discharge Executive Board responsibility with respect to Endowment Funds).

VOTED, That the present Executive Board Committee on Investments be expanded to include the officers of the Association...and that this committee work with the endowment Trustees, and further approved by consensus that both the policy and operating procedure (to insure a proper working relationship between the Trustees and the Board in the future) be developed by the Endowment Trustees and the Committee on Investments subject to confirmation by the Executive Board.

8.5.2

AMERICAN LIBRARY ASSOCIATION

Item: FINANCES *Item Number:* 208.1.5.1

Approved by: Executive Board *Page:* 1 *of* 1

Issue Date: October, 1975 *Supersedes:*

Endowment Funds - combining

VOTED, That the ALA Executive Board approves the change in management of the Sarah C. N. Bogle Endowment Fund, Melville Dewey Medal Fund, Oberley Memorial Fund, Herbert Putnam Honor Fund, and J. L. Whitney Fund, from the Frist National Bank Trust Officers to the ALA Endowment Trustees; and further,

That the Executive Board authorizes the Executive Director, Controller and Assistant Controller to sign checks on the account and have access to the safety deposit box held by the American Library Association at the National Boulevard Bank of Chicago.

AMERICAN LIBRARY ASSOCIATION

Item: FINANCES *Item Number:* 208.1.5

Approved by: ALA Executive Board *Page:* 1 *of* 1

Issue Date: November, 1965 *Supersedes:*

Endowment Fund - combining

VOTED, That the Executive Director be empowered to combine various small endowment funds should this be possible upon advice of legal counsel.

End of Section

8.5.2 *Endowment Funds: Combining*
The Executive Director of ALA is empowered to combine endowment funds subject to advice from the Association's legal counsel, and upon approval by the Executive Board.

8.5.2

AMERICAN LIBRARY ASSOCIATION

Item: FINANCES *Item Number:* 208.1.5.1

Approved by: Executive Board *Page:* 1 *of* 1

Issue Date: October, 1975 *Supersedes:*

Endowment Funds - combining

VOTED, That the ALA Executive Board approves the change in management of the Sarah C. N. Bogle Endowment Fund, Melville Dewey Medal Fund, Oberley Memorial Fund, Herbert Putnam Honor Fund, and J. L. Whitney Fund, from the Frist National Bank Trust Officers to the ALA Endowment Trustees; and further,
That the Executive Board authorizes the Executive Director, Controller and Assistant Controller to sign checks on the account and have access to the safety deposit box held by the American Library Association at the National Boulevard Bank of Chicago.

AMERICAN LIBRARY ASSOCIATION

Item: FINANCES *Item Number:* 208.1.5

Approved by: ALA Executive Board *Page:* 1 *of* 1

Issue Date: November, 1965 *Supersedes:*

Endowment Fund - combining

VOTED, That the Executive Director be empowered to combine various small endowment funds should this be possible upon advice of legal counsel.

End of Section