

## **Bylaws & Organization Committee**

DATE: Friday, June 24, 2011

TIME: 4:00-5:15 pm

LOCATION: Sheraton Oakley

### **DRAFT Minutes**

Present: Committee members: Yvonne Wilson (co-Chair), Barbara Miller, and Kathy Bayer  
Incoming Committee member: Valerie Glenn

Guests: Kirsten Clark, Barbie Selby, and Marie Concannon

Unable to attend: Judith Downie (co-Chair)

I. Welcome and Introductions

II. Attendance Sheet

III. Adoption of the Agenda

IV. Approval of Minutes from ALA Midwinter 2011.

Approved.

V. Old Business

Draft PPM revisions - the purpose is not only to update content but also to include common language and structure throughout.

1. Several Steering Committee members provided comments.
2. "Frameworks", one for task forces and the other for committees, using consistent section headings and structure were developed.
3. A list of general comments identifying common language and other issues was developed to facilitate continued review.
4. Value of updating and issuing a final 2011 PPM version was discussed, even though the PPM will likely change again soon after changes are implemented based on Strategic Plan review.

It was determined that an updated PPM is important for clarity and consistency now as it is used by current and potentially new active members.

VIII. New Business

- Steering I referrals—Virtual participation is an important issue impacting the work of several committees or tasks forces.
- Future Bylaws review will be based on planned Strategic Plan discussions starting again in the fall.

IX. Recap of any action items, next steps

Virtual issues (Handout follows minutes.)

- ! Update all PPM chapters (determine committee member responsibility for various chapters), incorporating Steering Committee comments received and using consistent language throughout.
- ! Reorganize all PPM chapters into the committee or task force “frameworks”.
- ! Label this PPM as “final 2011”.

By Midwinter 2012

- ! Based upon the Strategic Plan review and direction by the GODORT Chair, the committee will communicate with each committee and task force chair about their goals and responsibilities listed in the Bylaws and, as appropriate, document any changes needed.

The committee notes that both Judith and Yvonne, current cod.

GODORT “Virtual” issue  
Presented by Yvonne Wilson, Co-Chair of GODORT Bylaws Committee  
ALA Annual Conference, June 2011

There appear to be two virtual issues in GODORT: virtual members, those cannot attend or don't need to attend meetings during a conference, but want to participate as a members in Task Forces and Committees; and virtual meetings where the officers and members conduct the business of the Task Forces or Committees virtually.

The PPM posted on the wiki <http://wikis.ala.org/godort/index.php/PPM> mentions virtual meetings and members in the New Chapter 25 Steering Committee, in a note between Meetings and Communication, and New Chapter 26 Communication and Correspondence I.A.1.d. *GODORT members are encouraged to experiment with new technologies in order to expand virtual, year-round participation in GODORT.*

As GODORT moves forward to incorporate more virtual activity into its structure, the Bylaws Committee has been grappling with how to include virtual members and meetings into the current revision of the PPM, and possibly the organization's Bylaws. The talking points and draft guidelines below are to aid in the development of instructions for the PPM. Your comments at Steering Committee meetings and directly to the members of the Bylaws Committee members concerning this matter are greatly appreciated. We are also looking for good examples of virtual guidelines from other organizations.

### **VIRTUAL MEMBERS**

I have searched the ALA website for guidelines and references to virtual members, here are a couple of websites that that provide some insight.

ALA YALSA <http://www.ala.org/ala/>

I have drafted below some guidelines for virtual meetings based on the current organization in the PPM and how GODORT's conducts its business. I recommend that such guidelines should be added to Conferences PPM no. 1.

Virtual meeting guidelines

5.

GODORT “Virtual” issue  
Con’t

\*A straw vote addressing the question “Can your group meet virtually during ALA Midwinter or Annual Conference?” was conducted by the Bylaws Committee during from 2011 Midwinter Meeting. Not all the Committees and Task Forces were able to respond, but the chart below shows the responses received at that time. The chart should be circulated again to verify and add to the responses. An additional question has been added: “Should chair of a Committee or Task Force be present the ALA meeting in order to attend Steering Committee?”

COMMITTEES	MIDWINTER MEETINGS	CHAIR ATTEND MW STEERING	ANNUAL CONF.	CHAIR ATTEND STEERING	NOTES
Awards	Yes				
Bylaws	yes		yes		
Cataloging					
Conference	yes		no		
Development					
Education	yes		no		
GITCO					
Legislation	no		no		
Membership	yes		no		
Nominating			yes		
Publications	Yes		yes		
Program					
Rare and Endangered	no		yes		
Schedule	yes		yes		
Web Managers	yes		yes		
<b>TASK FORCES</b>					
Federal					
International					
State and Local					

YW 6/21/11

GODORT “Virtual” issue  
Results of Straw Vote taken during ALA Annual June 2011

A straw vote addressing the question “Can your Committee or Task Force meet virtually for ALA Mid Winter Meeting and/or Annual Conference?” and “Does the Committee or

Federal	no	yes	no	yes	Ongoing GPO and government issues
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