



Board Meeting Minutes

January 10, 2022

[Meeting slides](#)

Agenda

Attendees: Heather Bush, Rachel Cooke, Cindy Gruwell, Julie Hornick, Elana Karshmer, Alyssa Koclanes, Cristy Moran, Deborah Prosser, Nancy Schuler, Steven Wade

Call to Order

Amendments to the Agenda

Approval of the Agenda

Old Business

- Review December meeting minutes
- Review December meeting Action Items
 - a. **Outcome:** Committee Reporting Google Spreadsheet will start being utilized for reports and info sharing starting January 2022
 - i. Months are populated in the form so committees can type in a sentence or two monthly
 - ii. Should be sent out by Board member liaisons to their committee chairs
 - iii. Questions to Elana or Rachale
 - b. **Action item:** Nancy will start moving files on Jan 15, 2022 to the Shared FACRL Drive - emailing to let us know as changes are occurring
 - i. Email sent this morning with the link to test access and confirm that committee members have access.
 - ii. All folders A-L have been moved, the remaining will be added when we all approve access.
 - iii. When everything is moved Nancy will send an email to notify us and current ones hosted by Eckerd College will be gone.
 - iv. Nancy will report on the file structure and Google Drive to the membership at the all member meeting in Feb.
 - c. **Outcome:** All-members meeting to be scheduled on February 7, 2022.
 - i. Needs to be publicized.
 - ii. Same date/time as the Board meeting. Will have to review agenda items to keep precise.
 - iii. Gives opportunity for all members to view meeting and ask questions.
 - iv. Will include budget review budget Valerie and focus on the bylaws.
 - v. Board decides to keep meeting and record the meeting so membership can view.
 - d. **Action item:** Bylaws document will be sent out to membership in January so that all members attending the February meeting can vote on it.

- i. Previewed Word document with a copy/ paste of all proposed changes to the bylaws highlighted and including a link to the original bylaws document that's being reviewed.
- ii. The above document will be sent out to Board after today's meeting with Google Doc. After our review, the document will be emailed to the membership prior to the February meeting. Email will call for members to review.
- iii. Alyssa reported a reply to the call for board candidates which clarified the need for reviewing the candidate requirements. Discussion about residency and work in state bylaw proposed change.
- iv. Board members "work[ing] and resid[ing] in Florida library." Language changed to "or" so including anyone who is a member that is living *or* working in Florida and are members in good standing. Keeping the language vague enough to allow the membership to decide without being too specific.
- v. Google Doc of bylaws to share with the membership will not have comments. Nancy and Elana will discuss after meeting how to have membership vote.
- vi. Cristy recommends sending a new invitation via Outlook with a new All Members meeting with link to a view only Google doc with the bylaws proposed changes. The invite will also include an agenda for the meeting. Nancy will convert document for Google Doc, create an email to distribute via Wild Apricot, and a comment form (possible) for membership.
- vii. **Action time:** Invite for all member meeting including agenda and bylaws proposed changes document by January 19th, next Wednesday.

New Business

1. Membership poll for 2022 conference and programming (Rachel)
 - a. Reviewed survey for membership for input on topics and themes for programming including the conference.
 - b. Question for the Board about input regarding the modality of the conference and outlook for the conference modality in October 2022. Board votes in discussion to keep it virtual given the state of COVID currently, the success of our virtual conferences, and the time needed to plan.
 - c. Rachel will revise and then send to Board members - after the February Board meeting - and then later to membership to not conflict with other emails going out to all membership.
2. Website update and call for ideas/needs (Nancy)
 - a. Scheduling meeting with communication and web task force - Elana, Steven, Nancy, and some members of marketing committees - to consider changes for updating in the upcoming year.
 - b. Asks for any Board member thoughts on updates to the website.

Officer/Liaison Reports

1. President - Elana Karshmer
 - a. Requests agenda items ASAP for the February meeting. Will reach out to individual Board members to solicit items.

2. President-elect - Rachel Cooke
 - a. NA
3. Past-President - Alyssa Koclanes
 - a. Nominations close January 18th. Nancy will email reminder.
 - b. 2 Secretary, 4 at large, 1 president elect.
4. Secretary - Cristy Moran
 - a. NA
5. Treasurer - Valerie Boulos
 - a. NA
6. Communication Manager - Nancy Schuler
 - a. NA
7. Legislative - Deborah Prosser
 - a. NA
 - b. Elana requests legislative report for all members meeting.

Committee Reports

1. Membership - Heather Bush
 - a. ACRL has not responded with the updated membership list. Elana will reach out again.
2. Marketing and Communications - Nancy Schuler
 - a. NA
3. Nominations - Alyssa Koclanes
 - a. Nominations close January 18th. Nancy will email reminder.
 - b. 2 Secretary, 4 at large, 1 president elect.
4. Programming - Rachel Cooke
 - a. NA
5. Conference Program - Clarissa West-White
 - a. NA
6. Sponsorship - Valerie Boulos
 - a. NA
7. Scholarship - Julie Hornick
 - a. NA
8. Virtual Conference Logistics - Nancy Schuler
 - a. NA

Review Meeting Outcomes and Action Items

- **Action item:** Create agenda with items for all member review items: bylaws review, budget review (Valerie), upcoming Board election. Legislative report (Deborah).
- **Action item:** The bylaws changed document will be sent out to Board after today's meeting.
- **Action item:** The bylaws document will be sent to the membership with invitation to the February board meeting for review prior to meeting and to vote.
- **Action item:** Nancy and Elana will discuss after meeting how to have membership vote after the February meeting.
- **Action time:** Invite for all member meeting including agenda and bylaws proposed changes

document by January 19th, next Wednesday.

Announcements

- Several of us and our families have COVID. Plea for advocating for ourselves and others. Plea for testing.
- Next online Board Meeting: Monday, February 7, 2022 at 2PM