



Board Meeting Minutes

Tuesday, June 9, 2020

[Meeting slides](#)

Agenda

Attendees: Alyssa Koclanes, Elana Karshmar, Cristy Moran, Valerie Boulos, Guy Cicinelli, Rachel Cooke, Mark Marino, Heather Bush, Julie Hornick, Deborah Prosser

Call to Order

Amendments to the Agenda

Approval of the Agenda

Old Business

1. Review [May meeting minutes](#)
 - a. Some minor edits/ typos and redundant language
2. Review May meeting Action Items
 - a. Alyssa confirms we can get GSuite for nonprofits. Recommends free basic plan, look at expanding if we encounter storage or other issues. Cristy asks about logistics of adopting G-Suite. We would have to move files over and Board members would need to provide emails/ accounts they'd like to use for access.
 - b. **Decision:** Approved "purchase" of basic \$0 plan. Elana volunteers to work with Alyssa to figure out how to move ahead with G-Suite adoption.
 - c. Alyssa confirms that the *Reference Librarian* will be accepting presentations for submission to the journal. Has been added to CFP.

New Business

1. Discussion of increasing the load on Wild Apricot to 750 (Rachel/ Heather)
 - a. Rachel/ Heather reached out to members about adding to Wild Apricot and got 7 responses - total of 331 which is still below the 500 limit.
 - b. This is revisited every year - usually end up with about 400 members but we still end up archiving members which is a big workload if we don't raise the cap of active members in Wild Apricot. Proposing to approach Wild Apricot to negotiate an increase. If not, the cost is \$160/ month to raise to a different level which is a lot.
 - c. Valerie found a thread between previous treasurer and Wild Apricot and found WA had already rejected this proposal in March 2020. Their recommendation was to archive or close out accounts if we don't want to increase level.
 - d. Will bring up the conversation again if we reach closer to 500 again. Membership lists from ACRL come in biannually. Membership Committee will increase workflow to manage the workload based on when we receive the ACRL member lists.
 - e. Keep an eye on the contact/ membership interest at the time of the virtual conference and

- then reconsider if we should expand to the higher load/ price package.
- f. Guy: Does Wild Apricot list include only members or contact list (an additional 100)? Heather thinks it's only members and will have to follow up with Jaime who may have more info.
 - g. Mailing lists for FACRL: Board, members list in Wild Apricot, and a contact list in WA.
 - h. **Decision:** Keep membership level of 500 that we currently have with WA. Revisit if necessary at ACRL load or after conference.
2. Survey Monkey renewal (Valerie)
 - a. Closed old bank account and opened a new bank account at new bank with switch of Treasurer. Survey Monkey renewal was missed, verifying with the Board that we do want to reactivate the account before we do it. The subscription was up two weeks ago. \$384 for the renewal.
 - b. We use SurveyMonkey for the post-conference survey but there were limits on the access with multiple users. - Craig may have the details on that.
 - c. We use WA for elections this year and the experience was positive so we would not use the SM account for this again.
 - d. Guy recommends we can use Google Forms for any additional survey needs like we do for CFP.
 - e. **Decision:** Not renewing Survey Monkey. Will be using Wild Apricot or Google Forms for surveys.

Officer/Liaison Reports

1. President - Alyssa Koclanes
 - a. Will have to follow up with the Steinbrenner Field deposit for what would have been FACRL 2020 location because of personnel changes at their offices.
2. President-elect - Elana Karshmar
3. Past-President - Craig Amos
4. Secretary - Cristy Moran
5. Treasurer - Valerie Boulos
 - i. In process of changing bank accounts. Had 5/3 previously and is being switched to BBT. Awaiting debit card. FLA Offices is the mailing address. Valerie has reached out to let them know to expect new bank docs/ debit card and to keep any eye out.
 - ii. Got all the electronic files and reviewed/ balanced accounts to close out the year ending May 2020.
 - iii. Affinipay - tied to Wild Apricot, transfers us the payments (like PayPal) - Valerie needs to follow up to set up.
 - iv. Wild Apricot was paid in April.
 - v. The only outstanding item was Survey Monkey.
 - vi. But we might have a GoDaddy account that comes up in June. GoDaddy is the facrl.org domain that reroutes to the WA site.
6. Communication Manager - Guy Cicinelli
 - a. CFP was posted on website and went out.
 - b. Hoping for better communication between Board and Marketing Group so we can get them to work on more graphics and flyers, etc. for promotion.
7. Legislative - Deborah Prosser

- a. Not a lot going on right now. Lots of calls out through ALA and other groups to thank members of Congress for supporting library funding and LITA which funds IMLS. Not a lot happening in terms of lobbying.
- b. FLA news: A request to increase e-resource funding for FALSC. TBD for 2020-21 budget.
- c. Biggest news/ current events: diversity equity and inclusion, many orgs writing statements in response to current events.
- d. Did we want to update the statement on DEI currently on the website? ACRL hasn't released an official statement, only subgroups. FLA and ALA did.
- e. Most of us agree with this and would like to make "substantial statements" with action items or new direction/ decision to make our organizations better.
- f. Cristy mentions acknowledgement that we need to work on diverse representation on the Board and membership as part of the statement and how we'd do that.
- g. **Action item:** Elana will start a draft that she will share with the Board that includes action items and will refer to the other statements made (Shared in chat).
- h. Some resources in chat:
 - i. <https://www.flalib.org/fla-statement-on-racial-justice>
 - ii. <https://www.acrl.ala.org/acrlinsider/archives/19911>
 - iii. <https://www.acrl.ala.org/acrlinsider/archives/19911>
 - iv. <https://www.oberlingroup.org/node/17533>
 - v. <http://www.unitedfacultyofflorida.org/>

Committee Reports

1. Membership - Rachel Cooke
 - a. Some lapsed members. Used Google forms to reach out to them and have received 7. Hopefully our membership will go up. Looking to do collaborative work to promote membership with Marketing and Communications.
2. Marketing and Communications - Guy Cicinelli
 - a. Jorge (chair) hasn't heard back from former members to rejoin committee. Only one member has expressed interest. Looking to get more members so they can work on flyers, graphics, promotions.
 - b. **Action item:** Alyssa will follow up with Scholarship Committee to see if they need more members. When she finds out we can put out a call for committees that need members.
3. Nominations Committee- Craig Amos
4. Conference Program Committee - Cristy Moran
 - a. 10 proposals in as of last Friday. Deadline end of June. Some coming from all over the country and Canada.
5. Scholarship - Julie Hornick
 - a. Hasn't met yet but are planning to have their first meeting.

Review Meeting Outcomes and Action Items

1. **Decision:** Approved "purchase" of basic \$0 plan. Elana volunteers to work with Alyssa to figure out how to move ahead with G-Suite adoption.
2. **Decision:** Keep membership level of 500 that we currently have with WA. Revisit if necessary at ACRL load or after conference.

3. **Decision:** Not renewing Survey Monkey. Will be using Wild Apricot or Google Forms for surveys.
4. **Action item:** Alyssa will follow up with Scholarship Committee to see if they need more members. When she finds out we can put out a call for committees that need members.
5. **Action item:** Elana will start a draft that she will share with the Board that includes action items and will refer to the other statements made (Shared in chat).

Announcements

- Next online Board Meeting: July 14, 2020 at 3PM