



Board Meeting Agenda

Tuesday, July 6, 2021

Meeting slides

Agenda

Invitees: Heather Bush, Valerie Boulos, ~~Rachel Cooke, Cindy Grewell~~, Julie Hornick, Elana Karshmer, Alyssa Koclanes, ~~Cristy Moran, Deborah Prosser~~, Nancy Schuler, Steven Wade, Clarissa West-White

Call to Order

Amendments to the Agenda

Amendments? Elana added item.

Approval of the Agenda

Old Business

1. Review June meeting minutes - reviewed and approved.
2. Review June meeting Action Items
 - a. Alyssa and Nancy will start the process of signing up for Google Nonprofit.
- in progress
 - b. Carried forward from last meeting: Board members to review the draft of Programming Committee Guidelines and email her any changes or update the typos on the document. Alyssa will also send the Virtual Conference Logistics Committee guidelines as well for our consideration.
- Sent and comments received. Alyssa will need to check access restrictions.
 - c. CFP will be posted on the website and will post to the membership through WA and in the member listserv and committee members will share to different national listservs as well.
- posted. Closes Friday, July 9.

New Business

1. Add non-FACRL Florida events to the FACRL calendar? (Rachel)
 - a. Tabled for future discussion. Will be beneficial to have as a resource but will need to consider logistics for how this will work and be maintained.
2. Conference logistics planning (Nancy)
 - Draft 2021 conference schedule
 - Consider Panhandle and non-Florida participants and time zones - not starting at 830. Start at 930 with optional networking at 9 am.
 - Poster - shorten to 30 min. Use pre-recorded intros instead.
 - Opening remarks - set to 15 min.
 - Closing remarks - shorten to 5-10 min
 - Coffee breaks - 10 min

- Lunch & Learn - if sponsor can be found for 500-1000. Other formats?
 - Vendor participation
 - Lunch & Learn sponsor
 - Swag - if sponsors could fund.
 - Other ideas?
Can make sure postage is reimbursed for Sandy. Confirm process in place with Logistics Committee
 - Networking and engagement in optional morning coffee break and post-conference happy hour
 - Conference registration will be posted
Schedule for conference registration should be finalized in mid-August.
Nancy will set up registration site and conference website with content from logistics and program committee. Anticipate registration opening in mid-August after program is finalized.
 - Conference costs. Consider keeping same as last year or reducing cost to \$30 for non-members to encourage participation.
3. Review/revise bylaws
- a. Identified what areas needed to be reviewed and changed. Focus on cleaning up language, making language more inclusive, and modernizing FACRL, including the addition of diversity officer. Also amended board member language to encourage regional representation that somewhat mirrors FLA areas.
 - b. Action item
 - Share Diversity Officer descriptions and share
 - Elana will send links to revisions so far for comment.

Officer/Liaison Reports

1. President - Elana Karshmer
2. President-elect - Rachel Cooke
3. Past-President - Alyssa Koclanes
4. Secretary - Cristy Moran
5. Treasurer - Valerie Boulos
6. Communication Manager - Nancy Schuler
7. Legislative - Deborah Prosser

Committee Reports

1. Membership - Heather Bush
2. Marketing and Communications - Nancy Schuler
3. Nominations - Alyssa Koclanes
4. Programming - Rachel Cooke
5. Conference Program - Clarissa West-White - Call for Proposals went out last and this week. There are 17 submissions as of 7/8/21 (1:30AM). The committee will meet soon to begin reviewing submissions and selecting presenters.
6. Sponsorship - Valerie Boulos
7. Scholarship - Julie Hornick

8. Virtual Conference Logistics - Nancy Schuler

Review Meeting Outcomes and Action Items

- Decide about registration fees
- Share Diversity officer descriptions
- Elana will send links to Bylaw revisions so far for comment.

Announcements

- Next online Board Meeting: August 2, 2021, 2PM