



FACRL Board Meeting Minutes
Tuesday, January 8th, 2019; 3:00 pm EDT
[Meeting slides](#)

Invitees: Craig Amos, Sandy Avila,, Kim Copenhaver, Becky Donlan, Jaime Goldman, Suzette Spencer, Alyssa Koclanes, Michael Meth, and Guy Cicinelli

Absent: Lauri Rebar, and Lisandra Carmichael

Call to Order

The meeting was called to order at 3:00 pm by Board President, Becky Donlan

Amendments to the Agenda

No new agenda items were added.

Approval of the Agenda

Agenda approved.

Old Business

1. Approval of minutes from the [December 11, 2018 Board Meeting](#)

Minutes approved as submitted.

2. Group membership (Becky)

Becky looked into this request to review institutional memberships and she isn't against it but not sure whether it benefits FACRL. Becky requested that Craig take this issue to ALA Midwinter to request insight from them and to report back at next meeting.

Action item #1 Craig to find out more about best practices regarding institutional memberships during ALA Midwinter conference later this month.

3. 501c3 Status progress (Suzette)

Since the paperwork was submitted back with proper formal signatures, Suzette has been in touch with our attorney to see what the next steps will be. We are still not listed in SunBiz and awaiting for their formal approval. More to come on this.

Action item #2 Suzette will keep the board up to date regarding 501c3 status ahead of next meeting via email.

New Business

1. Disaster relief fund wrap-up (Becky)

Becky wanted to touch base regarding where we stood with disaster relief donations. Suzette mentioned that we are still at the \$200 amount without any change. Becky brought up the idea to round up our donation amount to \$1500 in total so we could split that into \$500 each for the three main libraries that were affected. The board approved to round up our donation from \$1000 to \$1500.

Action item #3 Becky to report back next meeting on the update to the Hurricane Disaster relief fund about \$1500 donation.

2. North FL academic library conference with PLAN (Mike Meth)

Mike provided details about the upcoming PLAN academic library memberships' plan to host an academic library conference. The planning team will meet in two weeks and Mike can follow up with additional information after that meeting. But for now possible topics include: subject librarians, instruction, library collections, technology, and possible case studies of what member library do at their home institutions. Mike wanted to make sure there was no conflict by having this conference scheduled up in the panhandle and Becky stated that there was no conflict. Mike asked if FACRL would like to participate in either sharing a presentation or introduction during the conference or by just sharing call for proposals going forward. This is still up for formal discussion.

Action item #4 Mike to provide further details regarding the PLAN conference after the planning team meets in two weeks.

Officer/Liaison Reports

1. President - Becky Donlan

Nothing to report.

2. President-elect - Craig Amos

Craig is still working with the conference planning committee chair, Cristy Moran and they are close to announcing the co-chair once they have formal approval. Craig is also still working with Alyssa in terms of contacting FLA for some discussion about how to grow the relationship. Craig started a new job with Broward College and he will send out his email to everyone on list via email this week.

Action item #5 Craig to send out his new email to the group.

3. Past-President - Kim Copenhaver

Kim provided an update on the status of confirming candidates for the FACRL board elections. Currently, all positions are contested which is indicative of a healthy Association. Kim will forward the final slate of candidates to the Board once letters of consent are received from all candidates.

Action item #6 Kim to send out slate of candidates for the upcoming FACRL board elections.

4. Secretary - Sandy Avila

Nothing to report aside from keep checking over the meeting minutes and to send agenda items in.

5. [Treasurer](#) - Suzette Spencer

Suzette was not able to update the Treasurer's Report yet. But she will send it over to Sandy once completed.

Action Item #7 Suzette to send out the Treasurer's Report ahead of next meeting.

Committee Reports

1. Membership - Craig Amos

Craig mentioned that he is still delegating roles to the membership committee especially with regard to maintaining an accurate member list/roll. He is wondering on whether we can have an in-house spreadsheet that we keep up to date. Craig thought it might be helpful to create a separate email for just membership@facrl so prospective members can send questions or concerns directly there. Jaime mentioned that she can look into the options through Wild Apricot for the use of an membership only email for questions regarding membership. Jaime also stated that she might have some ideas regarding how to handle the membership database and how to keep it maintained. Craig will be working to break up some of these responsibilities so that in the future the membership committee can handle these.

2. Marketing and Communications - Jaime Goldman

Jaime shared that Guy has been helping out with the old archival content from the old conference material from the FACRL website. She wanted to say thank you to him for his work on this project. The old material will be placed under the Past Conferences tab and Jaime would like the board to review to see if it all looks okay with everyone.

Action item #8 Jaime to look into options for separate membership email via Wild Apricot.

Announcements

1. Craig announced his new position and title at Broward College as the new Associate Dean.
2. Becky advertised an opening for their Associate Director position at FGCU.
3. Our next meeting will be scheduled for Feb 12th at 3:00 pm on the same new updated online links.

Meeting adjourned at 3:35 pm.

Respectfully submitted by Sandy Avila.