



Board Meeting Agenda
Monday, October 4, 2021
[Meeting slides](#)

Agenda

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

Call to Order

Amendments to the Agenda

Approval of the Agenda

Old Business

- Review September meeting minutes
- Review September meeting Action Items
 - a. **Completed - Action item:** September 15 for posting of schedule.
 - b. **In progress - Action item:** Valerie and Elana will work together to create an agreement for the keynote speaker.
 - i. Used the PLAN agreement as a template but there are some language changes to make. After the meeting Elana will discuss with Rachel and Valerie. Goal is to get to keynote by tomorrow.

New Business

1. Land acknowledgements (Nancy/ Elana)
 - a. <https://guides.library.ubc.ca/distance-research-xwi7xwa/landacknowledgements>
 - b. <https://nativegov.org/a-guide-to-indigenous-land-acknowledgment/>
 - c. Cristy had sent an example used by Broward College for a meeting. Elana and Cristy will work on a version together that is representative of the entire state that will be sent to the . Cristy asks that if it's posted online links to tribal nations and informational pages be posted online as well (direct links).
2. Temporary Zoom license for conference (Nancy)
 - a. One month purchase (10 rooms) approved by the Board. 7 rooms set up with an FACRL name. Login details are shared in a Google doc. Rooms assigned to facilitators.
 - b. Cloud recording will go to cloud storage for the rooms / conference. Nancy will download later.
 - c. Discussion on whether we should maintain a long term membership for 1 Zoom room for upcoming/ other events that are not tied to member institutional members. Annual rate available. Possibility to look into after the conference.

- d. Moderators are members of the Logistics and Programming Committee and Board members. Met on Friday. An additional moderator is requested as a backup.
- 3. Proposed scholarship winners review (Julie)
 - a. PDFs of applications selected as winners were attached to the agenda email last Thursday. Approval requested by committee chair (Ava). No objections made by the Board members. Winners selected approved.
 - b. Will be shared at the conference. Discussion about possibly sharing on the website after the conference. Julie will check with committee to make sure they don't have any objection to it.
- 4. Conference plan and update (Nancy)
 - a. General schedule, zoom rooms, and additional platforms
 - i. Nancy will send email tomorrow with instructions and reminders to participants.
 - ii. Discussion on how to send the rooms and program links. Last year was easily updated and accessed by hidden direct links. Nancy will create a page and share with Board via email so we can all test it out. Alyssa recommended using last year's hidden page as a template (should still be live).
 - iii. Post-conference survey discussion. Alyssa mentions that last year's survey was available in the Google Drive and we can use last year's as a copy/ model. Elana has asked the survey be sent to Board for review.
 - b. Registrations and sponsorships to date
 - i. 109 registrants with 10 days remaining till conference.
 - c. Opening remarks - items to include
 - i. Slides from FACRL 2020 conference - Need to be updated. Elana will update with land acknowledgement and current info and send it out next week. Nancy would like to explain acronym (IDEA) as questions have already arisen about it, contributions/ donations offer available to members for potential to cover registration fees... Elana requests any resources, ideas, links to be sent to her for adding to the conference slides before the end of the week.
 - ii. Input on land acknowledgements
 - d. 3 sponsorships now put on websites.
 - e. Coffee breaks scheduled throughout the conference. Discussion on ideas for those coffee breaks like scripted questions, polls, etc. or if we should leave them open. Nancy requests anyone send her ideas for those periods.
 - f. Plan to touch base for President's Program via email - Julie, Elana, Cristy, Rachel.

Officer/Liaison Reports

- 1. President - Elana Karshmer
 - a. NA

2. President-elect - Rachel Cooke
 - a. NA
3. Past-President - Alyssa Koclanes
 - a. NA
4. Secretary - Cristy Moran
 - a. NA
5. Treasurer - Valerie Boulos
 - a. Current funds \$20,209 - scholarship winners and keynote speaker fees haven't been paid out yet.
 - b. Poster sessions, Zoom, Crowdpur were additional expenses.
 - c. Unless we get additional sponsorship we're running a deficit for the conference but our expenses have been very low and the Board agreed to all the costs to support since our expenses were very low.
 - d. Several previous sponsors have responded to Valerie that they cannot sponsor this year.
6. Communication Manager - Nancy Schuler
 - a. NA
7. Legislative - Deborah Prosser
 - a. NA

Committee Reports

1. Membership - Heather Bush
 - a. Would like to request an updated membership list from ACRL. Elana agrees.
2. Marketing and Communications - Nancy Schuler
 - a. NA
3. Nominations - Alyssa Koclanes
 - a. Next month we'll be finalizing bylaws and after that we'll open nominations.
4. Programming - Rachel Cooke
 - a. Wrapped up FACRL/FLA webinar series and may do that again.
 - b. Turned down FLA preconference 2022.
5. Conference Program - Clarissa West-White
 - a. Has been working with Nancy to have conference run smoothly.
6. Sponsorship - Valerie Boulos
 - a. WoltersKluwer agreed to pay for poster session platform.
 - b. EBSCO paid for a lunch and learn session. Nancy has been in contact.
 - c. Gale put in a sponsorship. Listed on the website but not linked to a specific session. Put in for a general sponsorship.
 - d. A sponsor asked if our sponsorship page could link to vendor content (link to their website, a video promo, etc.). We will link from a sponsorship logo to a page they provide to Valerie or Nancy and/or add language as provided (EBSCO)
7. Scholarship - Julie Hornick
 - a. NA
8. Virtual Conference Logistics - Nancy Schuler
 - a. NA

Review Meeting Outcomes and Action Items

- **For November meeting:**
 - a. [ACRL eLearning webcasts](#) (2 per year) (Cristy)
 - b. Go over conference
 - c. Bylaws review - Board revises but membership needs to approved (Note: time means that we will likely not be able to add the Diversity Officer for the upcoming elections)
 - d. Elana requests that Board members all review the Bylaws documents prior to the November meeting

Announcements

- Reminder that there is no meeting in November but our “November meeting” is the October 29th meeting

- Next online Board Meeting: Friday, October 29, 2021 at 2PM