



**FACRL Board Meeting Minutes**  
**Tuesday, November 12th, 2019; 3:00 pm EDT**  
[Meeting slides](#)

**Invitees:** Craig Amos, Sandy Avila, Guy Cicinelli, Becky Donlan, Jaime Goldman, Michael Meth, Suzette Spencer, Alyssa Koclanes, Rachel Cooke, Kearin Reid, Cristy Moran, and Mark Marino

**Absent:** Suzette Spencer, Kearin Reid,, Jaime Goldman, and Mike Meth.

**Call to Order**

The meeting was called to order at 3:02 pm

**Amendments to the Agenda**

No new items to add.

**Approval of the Agenda**

Agenda approved.

**Old Business**

1. Approval of minutes from the [September 10th, meeting](#)

Minutes approved as received.

**New Business**

1. FACRL Annual Conference Survey Results - Alyssa

There were 32 responses to the survey and Cristy Moran mentioned that she did not receive the email with the information to review results. Craig will follow up with Guy on that.

**Action Item #1: Craig to follow up with Guy to make sure Cristy Moran gets added to the FACRL Board Listserv.**

Alyssa went over some response details that were interesting. Pre-conference session was disappointing; participants would like more ways to meet people; more networking. Very positive feedback overall and helpful feedback was provided. Overall conference rating was Very Satisfied or Satisfied which was really good to see. Craig added that % sponsors are already interested in sponsoring for next year and he is working towards building the funding for the conference in Tampa next year.

2. FACRL FLA Preconference Update - Sandy

Sandy gave an update regarding the program ideas and that the pre-conference committee of Becky Donlan, Alyssa Koclanes, and Renaine Julian met to discuss specifics. Sandy still needs to confirm getting an invite to the FLA Conference Planning meeting so FACRL questions can be answered. More on this at the next meeting. Sandy asked if Becky wanted to remain on the committee even though she isn't that involved in Data at FGCU. Rachel Cooke kindly wants to serve on the committee to assist with programming ideas.

**Action Item #2: Sandy to get in touch with FLA regarding their FLA Conference Committee meetings and to further report on the FACRL-FLA Conference.**

3. FACRL elections- Becky

Becky mentioned here and Craig needed to work on the text language for the email about call for nominations. There are three open Board seats for Secretary, President-Elect, and Treasurer and then three Member at Large openings as well. Alyssa noted that on the conference surveys that two people noted they wanted to be more involved in the FACRL Board.

**Action Item #3: Craig to work with Becky on the text for the nominations email that needs to go out.**

**Action Item #4: Becky to check out the survey results to find the two people who noted they were interested in serving on the Board in the future.**

**Action Item #5: Becky will send out the email blast to all members once the email text has been finalized.**

4. FLA sponsorship for Annual Conference- Craig

Craig mentioned he had a conversation with FLA regarding the pricing for our coffee break for the FLA Conference. They confirmed the pricing is at cost and that we have secured a boardroom for the meeting during our regular time slot. Craig wanted to verify that the Board was okay with continuing to sponsor at the rate of \$750.00. Alyssa asked whether this was the amount paid last year and Mike asked whether there was specific branding that was used last year as well- if it was included and Craig mentioned we have our own FACRL banners. Alyssa thought it was a good idea and so did others. Board moved to approve the FLA coffee break sponsorship. A short discussion ensued about the day and regular time for the FACRL Board meeting and the request was put forward to have it on Wednesday.

**Action Item #6: Craig to let FLA know of acceptance of the coffee break fee and to request a Wednesday afternoon Board meeting.**

**Officer/Liaison Reports**

1. President - Craig Amos

Craig had a quick note to say that he will be sending something out regarding the institutional membership and that he will be following up on that soon. Craig thanked everyone for their work this year and that it has been a great team to be a part of.

2. President-elect - Alyssa Koclanes

Alyssa provided details about the conference venue for next year in Tampa. Venue will be George Steinbrenner Field. Alyssa explained how catering was reasonable and that the alternative space was far less expensive than other options but also has unique appeal. Venue allows for space for concurrent sessions as well. Alyssa will send photos to the Board soon. A question was posed about whether a deposit would be needed to secure the space. Alyssa will check on that.

**Action Item #7: Alyssa will send out photos of the upcoming conference venue to the Board. She will also send approval information to the venue and to find out about the deposit.**

3. Past President- Becky Donlan

Nothing new to report.

4. Secretary - Sandy Avila

Just to keep sending in agenda items and to kindly review meeting minutes for any edits or corrections.

5. [Treasurer](#) - Suzette Spencer

No report. Suzette was not in attendance.

6. Communication Manager - Guy Cicinelli

Guy is working to get all the presentations up onto the Wild Apricot website soon. He also mentioned about sending out a display of all the survey results and will send that to the Board.

**Action Item #8: Guy to work on getting the conference slides and other conference information on the website by the end of the week.**

7. Legislative Liaison - Mike Meth

No report. Mike was not in attendance.

## **Committee Reports**

1. Membership - Rachel Cooke

Rachel had some issues connecting with her microphone but we were able to get that she has met with Jaime. Rachel reported that the Membership Committee met with Jaime and has access to Wildapricot. They plan to split up tasks to update the database with the ACRL roster and notify lapsed members to see if they want to rejoin as a FACL-only member or need to show proof of ACRL membership. (Membership Committee is Lauri Rebar (co-chair), Vera Spika (co-chair), and Heather Bush.

2. Marketing and Communications - Guy Cicinelli

Guy reported that Jorge from the marketing group will also be meeting with Rachel soon to assist with membership.

4. Sponsorships- Becky Donlan

Nothing to report.

### **Review Meeting Outcomes and Action Items**

1. Craig to follow up with Guy to make sure Cristy Moran gets added to the FACRL Board Listserv.
2. Sandy to get in touch with FLA regarding their FLA Conference Committee meetings and to further report on the FACRL-FLA Conference.
3. Craig to work with Becky on the text for the nominations email that needs to go out.
4. Becky to check out the survey results to find the two people who noted they were interested in serving on the Board in the future.
5. Becky will send out the email blast to all members once the email text has been finalized.
6. Craig to let FLA know of acceptance of the coffee break fee and to request a Wednesday afternoon Board meeting.
7. Alyssa will send out photos of the upcoming conference venue to the Board. She will also send approval information to the venue and to find out about the deposit.
8. Guy to work on getting the conference slides and other conference information on the website by end of week.

### **Announcements**

- Next Board Meeting on December 10, 2019

Meeting adjourned at 3:49 pm

Respectfully submitted by Sandy Avila.