

Minutes FACRL Board Meeting
Tuesday, February 13, 2018; 3:00 pm EST

GoToMeeting: <https://global.gotomeeting.com/join/736133077>

Dial in number: 1 (669) 224-3412; Participant code: 736-133-077

[Meeting slides](#)

Invitees: Craig Amos, Corinne Bishop, Kim Copenhaver, Michelle Demeter, Becky Donlan, Jaime Goldman, Alyssa Koclanes, Scott Schmucker, Suzette Spencer, Christina Will

Absent: Sarah DeVille

Call to Order

Meeting was called to order at 3:00pm by Board President, Kim Copenhaver.

Amendments to the Agenda

Amendment was made to the agenda to change the date of the next meeting to March 13, 2019.

Approval of the Agenda

Agenda was approved by the Board.

Old Business

1. Approval of minutes from the [December 12, 2017](#) and [January 9, 2018](#) Board Meetings

The December 12, 2017 and January 9, 2018 minutes were approved.

2. FACRL [Florida state tax-exempt status](#)- (Suzette Spencer)

Suzette reported that no responses have been received in her efforts to locate an attorney that can assist the Board with applying for 5013C status.

Action Item: Craig will forward names to Suzette of possible attorneys at Nova Southeastern University. Suzette will follow up on possible attorney recommendations at University of Miami.

3. FACRL Committee Composition

The Board discussed ideas and recommendations for next year's committees.

Action Item: Kim will follow up with current members serving on the Conference Program Committee and Scholarship Committee to determine their interest in continuing their terms for through the next FACRL Conference.

Action Item: Becky will contact current members of the Membership Committee to determine their interest in continuing their terms for through the next FACRL Conference and to seek a member willing to serve as Chair.

Motion: To add a new Marketing Committee to support the work of the Communication Manager. Motion Approved

Action Item: Kim will extend an invitation to members who may be interested in serving on the new committee.

Action Item: Kim will appoint Board Liaisons to each standing Committee.

4. FACRL Sponsored Program at FLA

Craig reported 4 panelists have confirmed (Penny Beile, University of Central Florida, Bob Dugan, University of West Florida, Kirsten Kinsley, Florida State University, and Meg Scharf, University of Central Florida) for the FLA/FACRL presentation: *Telling Our Story: Methods for Providing Academic Impact at the Administrative Level*

New Business

1. 2018 FACRL Conference planning

Options were discussed for changing the PayPal account so it is not associated with a current Treasurer's email.

Action Item: Suzette will work with Kim and Becky to follow up on options.

a. Theme

Action Item: Becky will update and email ideas for conference themes to the Board.

b. Venue confirmation

Motion: To confirm the campus ballroom at Florida Gulf Coast University for the 2018 FACRL Conference. Motion Approved

2. FLA 2018 Coffee Break

Action Item: Kim will follow up on details about the FACRL Coffee Break and the assigned time.

Officer/Liaison Reports

1. President - Kim Copenhaver

None

2. President-elect - Becky Donlan

None

3. Past-President - Christina Will

The FACRL election is ongoing but will closing soon.

4. Secretary - Corinne Bishop

None

5. Treasurer - Suzette Spencer

A current balance of \$863.46 was reported. The Board discussed the Wild Apricot annual fee increase. Motion: Change to the annual renewal fee option to lock in the current annual fee of \$756. Motion Approved

6. Communication Manager - Jaime Goldman

Bylaws have been updated on the website and the election email was sent.

7. Legislative Liaison - Craig Amos

Noted the ALA message regarding the Federal Budget and IMLS funding changes.

Committee Reports

1. Membership - Becky Donlan

None

2. Nominating Committee - Christina Will

Election is ongoing. 58 votes have been received to date.

Review Meeting Outcomes and Action Items

Action Item: Craig will forward names to Suzette of possible attorneys at Stetson University and Nova Southeastern University. Suzette will follow up on possible attorney recommendations at University of Miami.

Action Item: Kim will follow up with current members serving on the Conference Program Committee and Scholarship Committee to determine their interest in continuing their terms for through the next FACRL Conference.

Action Item: Becky will contact current members of the Membership Committee to determine their interest in continuing their terms for through the next FACRL Conference and to seek a member willing to serve as Chair.

Action Item: Kim will extend an invitation to members who may be interested in serving on the new committee.

Action Item: Kim will appoint Board Liaisons to each standing Committee.

Action Item: Suzette will work with Kim and Becky to follow up on options for the Paypal account.

Action Item: Becky will update and email ideas for conference themes to the Board.

Action Item: Kim will follow up on details about the FACRL Coffee Break and the assigned time.

Announcements

- Next meeting: Tuesday, March 13th at 3:00 pm EDT; GoToMeeting