



Board Meeting Minutes

July 10, 2023

[Meeting slides](#)

Present: Clarissa West-White, Ava Brillat, Rachel Tait-Ripperdan, Janet Chan, Diana Matthews, Nancy Shuler, Lauri Rebar, Lisa Campbell

Regrets: Sarah Hammill, Julie Hornick, John Reynolds, Rachel Cooke

Call to Order

Amendments to the Agenda

n/a

Approval of the Agenda

- Ava B. made the motion to approve. Seconded by Diana M.
 - Motion carried

Old Business

1. Review [June](#) meeting minutes
 - Diana M. requested that last name initials be included in notes for disambiguation.
 - Diana M. moved to approve pending requested change. Nancy S. seconded. The motion carried.
2. Review June Action Items
 - ACTION ITEM: Nancy will work on an academic freedom statement with the help of Ava and Clarissa with draft due by week of July 4th for review by Board
 - i. Draft statement has been developed, but since not everyone is at the meeting, the [statement](#) will be shared today and the Board is asked to read it and consider the reasons we are writing it. Are we simply looking to make the statement? Or, are we hoping to actually be able to help people who may be undergoing any difficulty.
 1. Diana M. suggested that wording about book bans and challenges should be included, especially as state schools often have dual use library spaces.
 2. Lauri R. mentioned that at FAU, 9th grade students use libraries

and 10th graders will be taking classes alongside traditional college students.

3. Diana M. suggested we might refer people to resources that can support them if they are facing book challenges. Lisa C. suggested the statement might also support those who have programming around Banned Books Week.
 4. Lisa C. suggested that simply having a statement does have worth in that it shows support for librarians around the state.
 5. Janet C. cautioned that putting out a statement may draw new attention to academic library use by high school students.
 - a. Nancy S. responded that it's a fine line that we walk between not wanting to put ourselves at risk vs. being advocates for things that we are supposed to be advocating for.
 - b. She highlighted the bullet points in the statement that are trying to clarify what our role as the FACRL Board is.
 6. Laurie R. included links from ACRL and ALA on book challenges as examples of wording we might want to consider including.
 7. Nancy S. highlighted the Oregon statement on academic freedom's toolkit (included in the information on the statement) as a possible model for us to follow when developing our statement for one way to share resources for our membership.
 - a. Diana M. suggested we may want to start smaller and work our way up to something as complex as this.
 - b. Clarissa W. also likes the idea of starting smaller and considering developing something similar to the Oregon statement.
 8. Lisa C. will join the subcommittee working on the statement.
 - ii. [Statement](#), in italics, begins in section titled "Statement drafting (formatted for website and email)." Board is asked to share any thoughts and to come to next meeting ready to discuss the draft. [ACTION ITEM]
 - iii. It was suggested that the academic freedom statement be finalized by September.
- ACTION ITEM: Nancy will send the FACRL promotional video to the new Board members
 - i. Video was sent to members.
 - ii. If Board members have any video or photos that might personalize the content for Florida libraries, please send them to Nancy who will pass

them on to the committee. [ACTION ITEM]

- ACTION ITEM: Committee description documents alignment with by-laws document [Janet, Clarissa, Nancy, Rachel C.]
 - i. The committee has not had a chance to meet yet.
 - ii. Nancy asked if we need to include information on committees in the by-laws? It is an involved process to modify the by-laws.
- ACTION ITEM: Liaisons should reach out to their committees to est. a relationship and call for first meeting
 - i. Lisa C. asked the Programming Committee for a chair and no one has stepped up. She asked the Board what other have done in this instance. She will plan to follow Lauri R.'s example (see below).
 - ii. Lauri R. set up a meeting at which she told the members they should choose a chair.
 - iii. Lauri R. reports that John R. has convened the Conference Programming Committee
- ACTION ITEM: Board members should send email to Rachel Cooke if interested in serving on Nominations Committee
 - i. Clarissa reported that Ava has volunteered to serve on the nominations committee.
 - ii. Julie H. has also volunteered to serve on the committee.

New Business

1. Conference
 - a. Registration fees
 - i. Last year, conference was free for FACRL members. Out-of-state and non-FACRL members paid \$15 for conference attendance. If they wanted to also join FACRL, the fee was \$30 (\$15 for conference; \$15 for 1-year membership). Presenters did not have to pay to register.
 - ii. Diana M. mentioned that if we are going to begin paying TBLC and Novare to help with the logistics, that will eat into our reserves pretty quickly. She suggests that we may want to consider charging members a small fee of \$10 or so to offset the new expenses.
 1. Lisa C. asked if we had the cost of Novare and TBLC at hand and if we knew how many out-of-state registrants we had last year.
 - a. Diana M. said she thought the cost was going to be around \$1500 but, as Ava B. noted, Treasurer Sarah H. was not in attendance and Ava suggested that we ask her for clarification.

- b. Lisa C. supports the idea of keeping the conference free for attendees this year.
 2. Ava B. supported the idea of free registration for presenters.
 3. Diana looked up information on our current financial status.
 - a. Novare is set to be \$1500.
 - b. We have ~\$11,000 in our account at the moment.
 - c. Last year we received \$2,200 from sponsors of the conference.
 4. Nancy S. looked up the breakdown of attendees last year.
 - a. We had 156 registrants. Of those, 89 were free FACRL members, 23 were speakers, 24 were non-members who paid the \$15 fee, and 13 paid the \$30 for attendance/membership combination.
 - b. Nancy S. asked whether we were going to think about having an in-person conference in the future, in which case building more reserves might be a good idea; or, are we going to continue with the online conferences which do not require the investment that in-person conferences do?
 5. Diana M. brought up the idea that we may want to keep in mind that a more robust programming committee may need money to support webinars or training opportunities throughout the year.
 6. Nancy S. suggested that she work with Sarah H. to look at numbers and see what a break even amount will be if we were to charge people. [ACTION ITEM]
 7. Clarissa W. suggested the Board conduct an email discussion about costs. Nancy S. suggested the final decision could be made by poll. [ACTION ITEM]
- b. Other conference business - Speakers
 - i. Clarissa W. shared a list of possible speakers that was developed by the Conference Programming Committee.
 - ii. Lisa C. brought up the point that speakers may be reticent to speak at a Florida conference or may feel constraints about what they may speak about.
 - iii. The question was asked where the list came from.
 1. Clarissa clarified that the list was developed by the Conference Programming Committee who usually develop the list and send it to the Board to select the final speaker.
 - iv. This list was not in any particular order, but was made up of people that

others on the committee had seen at previous conferences and were recommending.

- v. Clarissa asked the Board if any members had any additional suggestions.
 1. Diana M. noted that it may be too early to get authoritative speakers on ChatGPT but that might be an idea in the future.
 2. Clarissa W. said that she had attended a session by a presenter from MIT whose focus had been on using ChatGPT for student engagement, demystifying it for faculty, and teaching students how to use it correctly.
 3. Diana M. said that it was likely to be a future topic of great interest.
 4. Lisa C. mentioned that something along these lines would speak to the theme of future directions for libraries. She suggested someone she knows named Ray who is quite techie and would be able to speak to this subject.
 5. Laurie R. mentioned that she had heard Chad Marin from St. Petersburg speak on this topic.
 6. Clarissa wondered if any of the suggested speakers on the list would know anything about AI topics. She asked if anyone had a preference for how she began to work on the list. Hearing no real preference from the board members, it was decided that she would start contacting speakers on the list and will keep the Board apprised of the progress. [ACTION ITEM]

Officer/Liaison Reports

1. President - Clarissa West-White
 - a. n/a
2. President-elect - Nancy Schuler
 - a. n/a
3. Past-President - Rachel Cooke
 - a. n/a
4. Secretary - Julie Hornick
 - a. n/a
5. Treasurer - Sarah Hammill
 - a. n/a
6. Communication Manager - Rachel Tait

- a. Has updated the website committees page, added the minutes, started organizing some email templates and will keep everyone in the loop.
 - b. Board members are asked to send any upcoming social media or email content to her for inclusion on those sites.
7. Legislative - TBD
- a. n/a

Committee Reports (<https://docs.google.com/spreadsheets/d/1w5DexGhF70kgRG1OW6g5fCIHfpxwuClvxRnOzMzmPWw/edit?usp=sharing>)

1. Membership - Nancy Shuler
 - a. Meeting will occur next week
2. Marketing and Communications - Ava Brillat
 - a. n/a
3. Nominations - Rachel Cooke
 - a. Will be meeting soon
4. Programming - Lisa Campbell
 - a. Will be meeting soon
5. Conference Program - John Reynolds
 - a. Submitted the potential speaker list to the Board and has asked other organizations to share the CFP for conference.
6. Sponsorship - Sarah Hammill
 - a. n/a
7. Scholarship - Julie Hornick
 - a. Members of the committee have been contacted, with a meeting scheduled for the third week in June. The committee will discuss chair/vice chair at that time.
8. Virtual Conference Logistics - Lauri Rebar
 - a. Will be meeting this coming Wednesday and choosing the chair.

Review Upcoming Events & Reminders

Review Meeting Outcomes and Action Items

- Board members are asked to review and offer input on the [statement on academic freedom](#) (section formatted in italics, and titled “Statement drafting (formatted for website and email)” and come to the August meeting ready to discuss.
- Drafts of toolkit and academicfreedom statement should be completed in September.
- Board members who may have any video or photos that might personalize the recruiting video developed by the Membership Committee are asked to send that content to Nancy

who will pass it on to the committee.

- Board will hold an email discussion about conference fees.
- Nancy S. will work with Sarah H. to determine the break even point between conference costs and potential registration fees.
- Clarissa will move forward with securing availability of keynote for conference.

Announcements

- Next online Board Meeting: August 14, 2023 @ 2pm

Motion was made by Diana M. and seconded by Rachel T. to adjourn the meeting.