



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

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

Absent: Lisandra Carmichael, Michael Meth

Call to Order

The meeting was called to order at 3:01 pm

Amendments to the Agenda

One new agenda item added- addition of ACRL webinars to be discussed

Approval of the Agenda

Agenda approved.

Old Business

1. Approval of minutes from the [February 12, 2019 Board Meeting](#)

Meeting minutes approved as amended.

2. 501c3 Status progress - Suzette

Suzette reported a lot of miscommunication with several items going through the mail. Documents were finally received on 3/11/19 and our General Counsel apologized for the inconveniences caused. She offered a donation of \$750 to FACRL for the extra length of time everything took.

Two hurricane relief donation letters were sent out with \$500 sent to both institutions. Everyone has been grateful for the donations received.

Suzette confirmed that we are getting the FLA mail via Tallahassee.

New Business

1. ACRL Chapter Topics Newsletter Spring 2019- Craig

Craig brought up the suggestion of creating a newsletter to spotlight communications, websites, conferences or individuals. Jaime thought it was a good idea and offered up the idea of having “stories” put through via this format and a good idea would be to highlight FACRL’s role in

helping hurricane victims.

Action Item #1

Suzette to forward thank you letters to Jaime so she can contact people for possible stories.

Action Item #2

Jaime to contact individuals for possible stories that showcases FACRL's role in helping hurricane victims.

2. FACRL presentations at the 2019 Spring Regional Symposia- Suzette

There will be a chance for Suzette and Becky to speak about FACRL during the conference. Jaime provided name of contact person-Brian Herb.

Action Item #3

Becky and Suzette to speak more about the "shameless" FACRL plug during the 2019 Spring Regional Symposia at Broward College.

3. [ACRL's Project Outcome](#) for Academic Libraries Workshop as a FACRL 2019 pre-conference- Kim

ACRL sponsored workshops are free of charge to state chapters. We have not taken advantage of this for many years. There is no cost to us. Pre-conference idea for our annual FACRL meeting was also brought up. Craig will investigate the meeting space as he believes that booking space at Nova may be an issue. Alyssa and Becky both like the idea. Craig also brought up the idea of conference themes and perhaps to get the membership to discuss this. Kim will send Craig information about potential ideas based on information received from our membership in previous settings.

Action Item #4 & #5

Craig to investigate Nova Southeastern's availability for a pre-conference day before annual meeting conference date.

Craig to send a call out to membership regarding conference theme ideas.

Action Item #6

Kim to send Craig any information she has about potential conference themes for next year's annual meeting.

4. Interest in inviting [ACRL leadership to speak](#) at FACRL 2019- Kim

Kim presented another way to infuse our conference with representation from ACRL would be to invite ACRL leadership to attend. 2009 was the last time we took advantage of this opportunity.

5. [FACRL Board Election results](#)- Kim

Kim presented results for the FACRL Board elections. She thanked those who went up for election and stated we are well poised to build upon our previous successes. Congratulations to Alyssa, Guy, and Jaime. Special thanks to Jaime for getting the ballot up and for developing great content for the website built from the ground up! 94 members submitted voting as compared to 73 from last year. Kim was excited to report about how successful member participation was this voting cycle.

6. Orientation for incoming FACRL Board members- [2018 Agenda](#)- Kim

There will be an upcoming onboarding meeting so stay tuned for information with the orientation links for our review. There will be three new board members to introduce and the meeting will take place in April.

Action Item #7

Kim to send the FACRL Board the orientation link for onboarding new FACRL board members and the link is available here as well:

<https://docs.google.com/document/d/1P4ONiaiU82DTaNkiFmS6twAFrDyTlzn7ZgyQrRlry9g/edit>

7. [ACRL E-Learning Webinars](#)- Becky

There is the possibility for us to host two live webcasts offered by ACRL. Kim mentioned that we can have up to three sites hosting the webinar. So we are looking to see if anyone is willing to host sessions. Sandy is looking into hosting on May 15th and Alyssa for the June webinar date. We will be looking for additional sites for both sessions in case other schools are willing to host.

Action Item #8

Board to consider potential future webinars for hosting at their site

Action Item #9

Alyssa to look into hosting June 2019 webinar and locating space and to get back to FACRL

Action Item #10

Sandy to look into hosting May 2019 webinar and locating space and possible working with Scholarly Communication Librarian and to let Suzette know about potential ability to host and BCC to be the 2nd site.

Officer/Liaison Reports

1. President - Becky Donlan

Nothing to report

2. President-elect - Craig Amos

Conference theme ideas are coming together and Craig will send out more information on that soon.

3. [Past-President](#) - Kim Copenhaver

Nothing to report

4. Secretary - Sandy Avila

Nothing to report

5. [Treasurer](#) - Suzette Spencer

Checks have cleared for the donations sent. Otherwise nothing new and Suzette reports we have plenty of money and she will upload the Treasurer's Report for viewing.

6. Communication Manager - Jaime Goldman

Jaime updated us on messaging that plans to go out for ALA/ACRL elections, FACRL Board election results, and the summary of donation relief efforts. Upcoming information regarding when the coffee break is for the FLA conference will also be communicated to once the date is confirmed. Becky will get the confirmation to send to Jaime.

Action Item #11

Jaime to send out three messages the following three weeks to FACRL membership regarding: 1) ALA/ACRL elections and our Florida colleagues going up for election, 2) the update to the FACRL Board elections results, and 3) summary of the disaster donation relief efforts

Action Item #12

Board to let Jaime know of any new communications that need to be sent out to FACRL membership as they come up.

7. Legislative Liaison - (position still vacant)

Committee Reports

1. Membership - Craig Amos

Craig brought up the issue of when member register for their annual memberships they select certain privacy settings that let's them opt out to be contacted by vendors. Apparently even associations like us are put into this category for opting out of being contacted which is affecting our ability to gauge who is actually a registered member so we can update our membership rosters. Kim will send an email to the listerv from Wild Apricot to help with the importing of data.

Action Item #13

Kim to send a message via Wild Apricot regarding the importing of data to assist in the issue with updating our membership rosters.

2. Marketing and Communications - Jaime Goldman

Jaime requested that any ideas for upcoming communications to be sent out should be brought to her attention. Becky brought up that we should communicate the FACRL programs and activities going on at FLA ahead of the April 1st early bird deadline. Becky will get information regarding specifics to send to Jaime.

Action Item #14

Becky to send Jaime the information regarding the FACRL programs & activities during the FLA conference this coming May so a note to the membership can be sent out later this month before early bird registration date. Becky to confirm when the coffee break out session during FLA is scheduled.

Alyssa and Craig discussed ways in which collaborative opportunities could be designed for more FACRL/FLA cross promotion and support. Kim asked Craig to look into committing people to the nominating committee and that there is a need to get this out early so that people can save space for FACRL in their schedules.

Review Meeting Outcomes and Action Items

Announcements

- Next online Board Meeting: Monday, April 8th, 2018 at 3:00 pm

Kim announced her current bid for ACRL Board of Directors and appreciates the FACRL Board's support.

Meeting adjourned at 3:53 pm

Respectfully submitted by Sandy Avila.