



**FACRL Board Meeting Minutes**  
**Thursday, May 16th, 2019; 11:00 am EDT**  
[Meeting slides](#)

**Invitees:** Craig Amos, Sandy Avila, Kim Copenhaver, Lisandra Carmichael, Guy Cicinelli, Becky Donlan, Jaime Goldman, Michael Meth, Suzette Spencer, Alyssa Koclanes, Lauri Rebar, Rachel Cooke, Kearin Reid, Mark Marino

**Absent:** Lisandra Carmichael, Guy Cicinelli, and Michael Meth

**Guests in Attendance:** Chata Baytown, Shelly Schmucker, Cristy Moran, Sharon Argov, Christopher Jimenez, Melissa Del Castillo, and Ava Brillat

**Call to Order**

The meeting was called to order at 11:00 am

**Introductions**

All meeting attendees introduced themselves and everyone was welcomed to the meeting.

**Review of Board Rosters**

1. [2019-2020 Leadership Roster](#)
2. [Board Member Terms](#)

Becky asked for members to check and make updates to the leadership roster if any information needs correcting.

**Amendments to the Agenda**

No new items to add.

**Approval of the Agenda**

Agenda approved.

**Old Business**

1. **Approval of minutes from the [March 12, 2019 Board Meeting](#) and the [April 8, 2019 Board Meeting](#)**

Minutes approved as received.

## 2. **501c3 Status progress - Suzette**

Suzette provided an update on the 501c6 transition to a 501c3 and how the process has taken over one year but that we are in the final steps. Since FACRL does not have a permanent address, FLA is sharing their business address with us and that is a big help with Board Treasurer positions and address changing every few years.

Craig thanked Suzette for her work on facilitating the process.

## 3. **Assess FACRL Membership Recruitment Coffee**

A short discussion ensued regarding the FACRL sponsored coffee break during the FLA conference. Suzette and Jaime were in attendance early and commented on the great job of the hotel staff compared to last year's break. Many conference attendees thanked them for hosting the break and a few chances to promote the FACRL programs and annual conference were provided.

A comment was made about archiving past FACRL conferences for anyone interested in working on this project.

Becky formally welcomed Craig in as the new FACRL President and all new board appointees were welcomed.

## **New Business**

### 1. [2019 Committee Appointments](#)

Craig announced Doug Hasty from FIU as the Local Arrangements Committee chair. The Membership Committee will be undergoing a revamp and there will be future discussion regarding the benefits to membership.

### 2. 2019-2020 Legislative Liaison Appointment

It was announced that we are still looking for someone to fill this position. Craig attended a meeting at the FLA Annual Conference and provided an update on the FALSC budget flattening for the year and how the state budget has no change but that funding was cut from the public schools side.

Craig asked for anyone who is interested to email him.

### 3. 2019-2020 Meeting Schedule

The plan is to stick to the same monthly meeting schedule, second Tuesday of the month at 3 pm. Craig will send out the Skype for Business links for upcoming meetings.

## **Action Item #1- Craig will send out the Skype for Business meeting links to the Board.**

### 4. Reduced fee schedule for the break out session presenters for FACRL Conference- Craig

October 18th is the date for the FACRL Annual Conference at Nova Southeastern University Alvin Sherman Library. Craig wanted to present an idea for discussion regarding a reduced

speaker rater for presenters. Suzette provided information on specifics regarding the past year's conference and the price structure for FACRL members, non-members, students, and sponsors. Jaime, Alyssa, Lauri, Kim, Cristy, and Craig provided comments regarding a lower fee structure and how that might impact catering and conference overhead costs and how allowing for an additional tier of reduced pricing may be better for promoting diversity.

A new reduced fee for 1st time conference attendees only membership for non FACRL members was voted on and approved. Also an agreed lower registration fee for presenters was voted on and approved. This lower registration fee includes a one year free FACRL membership if not already a member.

5. PLAN Conference Cross Promotion- Mike and/or Craig  
<https://www.plan.lib.fl.us/events/panhandle-academic-libraries-conference/>

New academic conference in the panhandle area and it is free to register. There will be a workshop from ACRL which is another added value and reason for attending. Mike is interested in having some kind of FACRL presence and/or sponsorship but we still need details. Craig will reach out to Mike regarding details about FACRL support.

**Action Item #2 Craig to follow up with Mike regarding the PLAN conference and FACRL sponsorship details.**

Kim brought up the fact that we should look for a FACRL Board member to attend the conference.

### **Officer/Liaison Reports**

1. President - Craig Amos

Craig mentioned the FLA/FACRL meeting where Alyssa also attended online. It was a good meeting to discuss FACRL's greater presence within FLA. There is a desire to create a greater value for FACRL members and we will continue working on this.

2. President-elect - Alyssa Koclanes

Nothing to report.

3. Past President- Becky Donlan

She is looking forward to working with the nominating committee. Please let her know if you are interested in taking on any additional roles.

**Action Item #3 The Board should get in touch with Becky if interested in taking on additional responsibilities.**

4. Secretary - Sandy Avila

Nothing to report.

5. [Treasurer](#) - Suzette Spencer

Suzette provided an update to the account. Details provided in the Treasurer's Report.

6. Communication Manager - Jaime Goldman

Jaime mentioned the FACRL Twitter account and to be checking it out during the FLA annual conference. Jaime will be preparing a list of tasks still outstanding to pass along to Guy. Please send her anything that you would like to have added to this.

**Action Item #4 The Board to get in touch with Jaime for additional items to be put on FACRL website as she transitions the role to Guy.**

A huge thank you to Jaime for all her hard work on revamping the Marketing Committee! Craig and Becky mentioned how appreciative they are and we are lucky to continue having her on the Board as a member at large.

7. Legislative Liaison - (position still vacant)

**Committee Reports**

1. Membership - Craig Amos

Craig will be working to better manage the member access to the website.

2. Marketing and Communications - Jaime Goldman

Jaime gave a shout out to the Marketing Committee for making content and assisting her with duties. They did a great job and they had a lot of fun working together.

3. Local Arrangements- Alyssa Koclanes

Alyssa announced that Doug Hasty from FIU will be the new chair.

4. Sponsorships- Becky Donlan

Becky will be working on sending out sponsorship letters next week. Craig thanked Becky for her efforts on this and for last year's excellent support of sponsorships.

**Action Item #5 Becky to send out sponsorship letters next week.**

5. Scholarships- Ava Brillat

Ava provided an update that the committee will begin work immediately following FLA annual conference. She will send out announcements.

**Action Item #6 Ava will send out announcements pertaining to scholarships.**

6. Conference Program- Cristy Moran

Cristy reported that the website is up and things are looking good. A recap of the theme "Innovation for Next Generation Libraries."

**Review Meeting Outcomes and Action Items**

Action Item #1- Craig will send out the Skype for Business meeting links to the Board.

Action Item #2 Craig to follow up with Mike regarding the PLAN conference and FACRL

sponsorship details.

Action Item #3 The Board should get in touch with Becky if interested in taking on additional responsibilities.

Action Item #4 The Board to get in touch with Jaime for additional items to be put on FACRL website as she transitions the role to Guy.

Action Item #5 Becky to send out sponsorship letters next week.

Action Item #6 Ava will send out announcements pertaining to scholarships.

**Announcements**

- Next Board Meeting on Tuesday, June 11, 2019 at 3 pm.
- Lastly, Becky Donlan was presented with a parting gift for her service as FACRL President.
- Kim Copenhaver was elected to national council.

Meeting adjourned at 12:10 pm

Respectfully submitted by Sandy Avila.