



FACRL Board Meeting Minutes

Tuesday, August 14th, 2018; 3:00 pm EDT

GoToMeeting: <https://attendee.gototraining.com/r/5994424536025109250>

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

[Meeting slides](#)

Invitees: Craig Amos, Sandy Avila, Lisandra Carmichael, Kim Copenhaver, Becky Donlan, Michelle Demeter, Jaime Goldman, Scott Schmucker, Suzette Spencer, Alyssa Koclanes, and Michael Meth,

Absent: Suzette Spencer, Michelle Demeter, Scott Schmucker, and Lisandra Carmichael

Call to Order

Meeting was called to order at 3:02 pm by Board President, Becky Donlan.

Amendments to the Agenda

No amendments to the agenda.

Approval of the Agenda

Agenda approved.

Old Business

1. Approval of minutes from the [July 10th](#) Board Meeting

FACRL Board Meeting minutes for July 10th approved as received.

New Business

1. Update on non-profit status- (Suzette on vacation, but Becky has details)
2. Update on FACRL/ALA sponsored ALA 2019 session proposal (Craig)
3. FACRL Website (Jaime)
4. Marissa Ball's resignation and replacement of Board seat

1. Update on non-profit status

Becky presented on behalf of Suzette while she is out of vacation. Becky mentioned that Suzette emailed documents to our attorney and we are still waiting to hear back from FLA.

2. Update on FACRL/ALA sponsored ALA 2019 session proposal

Craig reported that he heard back from all presenters and they will all be in attendance at ACRL

if the program is accepted. In addition, the abstract is due on August 31st and we are looking for a catchy title and description so feel free to send ideas to Craig via email.

It was also noted that the FACRL FLA 2019 conference proposal is also due on August 31st. Becky mentioned that a proposal would be made around textbooks and academic libraries and she will putting the proposal together for review by the board. Mike mentioned the importance of metrics and student success in regards to the topic and that it is a great conversation to put together for the FLA program.

Action Items:

1. Send Craig potential session title/naming convention ideas for the FACRL/ALA sponsored ALA 2019 session via email.
2. Becky to write up a FACRL sponsored FLA conference proposal on textbooks in academic libraries. She will send out to the Board once completed.

3. FACRL Website (Jaime)

Jaime mentioned the membership database still being a labor intensive and highly overwhelming project taking up a lot of her time. She has 81 names still to go through. Becky asked that she compile a list of the problems to be shared with ACRL.

Jaime shared that the FACRL Board meeting minutes are all up to date on the website and that our conference registrations are going well. Jaime sent out an email regarding student scholarships with Becky adding her accolades. Local information regarding the conference location was also added. She will work on archival pages for previous conferences after our conference is over. Jaime asks if there are any issues or things to be added to the website to please get in contact with her so she can post on our behalf.

Action Item:

Jaime to compile a list of issues with the ACRL member list so Becky can send out to ACRL for their review.

4. Marissa Ball's resignation and replacement of Board Seat

To be discussed next month.

Officer/Liaison Reports

1. President - Becky Donlan

Becky spoke about the non profit status and how we are still awaiting further details. Becky mentioned that the conference planning is going well.

3. President-elect - Craig Amos

Craig did not have anything new to add other than work on memberships. He has added to the template to include talking points on how to solicit member participation.

4. Past-President - Kim Copenhaver

Kim had no report to share.

6. Secretary - Sandy Avila

Sandy mentioned she will send out the Outlook invite to help keep us more organized with sending out agenda items well ahead of the monthly board meetings. Be looking out for it.

7. Treasurer - In Suzette Spencer's absence, Becky presented the report

Becky mentioned that there is \$8673 in the bank and a PayPal balance of \$1000. In addition there is \$3000 in sponsorship money so far.

Committee Reports

1. Membership - Craig Amos

No update at this time.

2. Marketing and Communications - Jaime Goldman

Jaime mentioned that there are 24 conference registrants so far and that she will do another push after she is done with the membership database. She already mentioned other updates but adds that the first focus is going to be to promote the upcoming conference.

3. Conference Committees

a. Local Arrangements - Alyssa Koclanes

Alyssa has touched base with Sarah Deville regarding the dine arounds and a Google form has been sent out to the listserv on 7/16. So far there has been 11 respondents. Another follow up email will be sent out on 8/20th. Extra fun things to do while in Fort Myers for those who have extended time will also be added to the website, including the mystery dinner train. Alyssa also mentioned that the conference program is now up and the scholarship reminder is also posted.

b. Sponsorships - Scott Schmucker was absent but Becky filled in

Becky and Jaime spoke about what sponsors have already provided money for the conference in Scott's absence. We have \$1000 from IEEE, \$500 from Ovid, \$500 from Ebsco although not paid yet, \$500 from Wiley, and another \$500 from Taylor and Francis. Becky asked if that if we know any other vendors to approach for funding that we let her know. Becky will also ask Scott to compile a report of who has already sponsored and what monies are already committed although Jaime helped to provide information on these specifics. Mike Meth mentioned that Yewno may be one vendor to approach for funding and he will provide Becky with contact information.

Action Items:

1. Let Becky know if have a vendor you would like to approach to ask for funding support for our FARCL conference sponsorships.
2. Becky will ask Scott to compile a report of who has already sponsored and how much they have provided
3. Michael to send contact information to Becky for Yewno.
 - c. Scholarships - Lisandra Carmichael- absent

Alyssa provided some information earlier regarding the status of the scholarship communications on the listserv and on our website in Lisandra's absence.

- d. Conference Program - Michelle Demeter- absent

Alyssa provided information regarding a notification that the conference program is up in Michelle's absence.

Review of Meeting Outcomes & Action Items

1. Send potential session title/naming convention for the FACRL/ALA sponsored ALA 2019 session. Email ideas to Craig if you have any.
2. Becky to write up a FACRL sponsored FLA conference proposal on textbooks in academic libraries. She will send out to the Board once completed.
3. Jaime to compile a list of issues with the ACRL member list so Becky can send out to ACRL for their review.
4. Let Becky know if have a vendor you would like to approach to ask for funding support for our FACRL conference sponsorships.
5. Becky will ask Scott to compile a report of who has already sponsored and how much they have committed to.
6. Michael to send contact information to Becky for Yewno.

Announcements

- Next meeting: Tuesday, September 11th at 3:00 pm EDT; GoToMeeting

Meeting adjourned at 3:32 PM. Respectfully submitted by Sandy Avila.