

Minutes FACRL Board Meeting

Tuesday, June 13, 2017 - 3:00 pm – 4:00 pm EDT

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

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

Board Members Present: Craig Amos, Corinne Bishop, Kim Copenhaver, Michelle Demeter, Sarah DeVille, Becky Donlan, Jaime Goldman, Alyssa Koclanes, Scott Schmucker, Suzette Spencer, Christina Will

Call to Order

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

Approval of the Agenda

Agenda approved by the Board.

Old Business

1. Approval of minutes from the May 2017 Board Meeting

May and June 2017 minutes will be distributed to the Board for approval at the next meeting scheduled for July 11, 2017.

2. Member programming: [ACRL Live Webcasts](#)

A recap was provided about the ACRL webcasts individual institutions can host as professional development opportunities for FACRL members. Non-members are also welcome to attend webcasts at host institutions.

- On June 13, 2017, NOVA Southeastern University and Eckerd College hosted: Innovation Mindset: How Librarians Can Partner with Innovators and Entrepreneurs.
- On July 20, 2017, NOVA Southeastern University, and the University of Central Florida will host: Fighting Fake News with the ACRL Framework.

Motion: To distribute links to the recorded ACRL webcasts to FACRL members after webcasts are aired. Motion approved

Action Item: The President will distribute links for the recorded ACRL webcasts to FACRL members after they are aired.

3. Administrative documentation

Templates have been shared with Board members via Google Docs. The templates will be used to document and outline duties and responsibilities of FACRL Officers and FACRL Committees.

Action Item: In collaboration with the President, Board members were asked to review and edit templates in their areas.

4. Annual conference program

The theme for the 2017 annual conference, which is scheduled for Friday, October 20, 2017 at the Tampa Bay History Center, is Fake News and Digital Literacy: The Academic Library's Role in Shaping Digital Citizenship.

Action Item: Board members were asked to review a draft Call for Proposals and provide feedback.

New Business

1. FACRL Listserv maintenance and membership guidelines

The new Communications Manager will serve on the Membership Committee and receive a copy of the current membership list.

Action Item: The President, President Elect, and Communications Manager will obtain a list of members from ACRL.

Action Item: The membership brochure will be updated and posted on the FACRL website.

2. Committee terms and call for members

Member at Large, Melissa Del Castillo is leaving Florida and will no longer serve on the FACRL Board. The Board decided to wait until next year's election cycle to fill the vacancy.

Conference Committee terms will be aligned with annual conference dates to reflect an October to October timeline to facilitate planning yearly activities.

Action Item: The President will send out a call for committee members.

Action Item: The President will draft updates for the Bylaws to include the following:
Article 5, Section 2 update to reflect the Board President's service as three years.
Article 5, Section 4 update to guidelines about filling vacancies for members at large.

Officer/Liaison Reports

1. President - Kim Copenhaver
Preparing annual ACRL report on FACRL activities.
2. President-elect - Becky Donlan
Working on transition with incoming Treasurer.
3. Past-President - Christina Will
No report.
4. Secretary - Corinne Bishop

Posting May and June minutes in Google Docs prior to July Board meeting.

5. Treasurer - Suzette Spencer
Working on transition as incoming Treasurer.
6. Communication Manager - Jaime Goldman
Posting FACRL information on social media.
7. Legislative Liaison - Craig Amos
Working on transition as incoming Legislative Liaison.

Committee Reports

1. Membership - Becky Donlan
Is sending a call for members to serve.
2. Nominating Committee - Christina Will
Working on timeline for nominations.
3. Conference Program
 - a. Scholarships - Sarah DeVille
Finalizing timelines and sending a call for members to serve on conference planning committees. Volunteers are also needed to serve as conference mentors.
Discussion of scholarship winners serving on the Scholarship Committee the following year.

Motion: To remove the membership requirement for scholarship applicants.
Motion approved
 - b. Location/Site Support - Alyssa Koclanes
Checking on conference location hotel options and History Center materials. The History Center meeting room accommodates 100 people.
 - c. Sponsorships - Becky Donlan
Current sponsors include Ebsco, Taylor & Francis, W. T. Cox, and Wiley, all for \$500.
Sponsor information will be updated on the FACRL website.

Action Item: Request that Board members reach out to potential sponsors at ALA.
 - d. Program Proposals - Michelle Demeter
The draft of call for proposals has been added to Google Docs, and the call for proposals will be sent in early July.

Review Meeting Outcomes and Action Items

Action Item: The President will distribute links for the recorded ACRL webcasts to FACRL members after they are aired.

Action Item: In collaboration with the President, Board members were asked to review and edit templates in their areas.

Action Item: Board members were asked to review a draft Call for Proposals and provide feedback.

Action Item: The President, President Elect, and Communications Manager will obtain a list of members from ACRL.

Action Item: The membership brochure will be updated and posted on the FACRL website.

Action Item: The President will send out a call for committee members.

Action Item: The President will draft updates for the Bylaws to include the following:

Article 5, Section 2 update to reflect the Board President's service as three years.

Article 5, Section 4 update to guidelines about filling vacancies for members at large.

Action Item: Request that Board members reach out to potential sponsors at ALA.

Announcements

- Next meeting: Tuesday, July 11, 2017 at 3:00 pm EDT via GoToMeeting

Meeting adjourned at 4:15 pm

Respectfully submitted by Corinne Bishop