

Minutes FACRL Board Meeting

Tuesday, November 14, 2017; 3:00 pm EDT

GoToMeeting¹: <https://global.gotomeeting.com/join/736133077>

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

[Meeting slides](#)

Invitees: Craig Amos, Corinne Bishop, Kim Copenhaver, Sarah DeVille, Michelle Demeter, Becky Donlan, Alyssa Koclanes, Scott Schmucker, Christina Will

Absent: Jaime Goldman, Scott Schmucker, Suzette Spencer

Call to Order

Meeting was called to order at 3:01pm by Board President, Kim Copenhaver

Amendments to the Agenda

There were no amendments to the agenda.

Approval of the Agenda

Agenda approved by the Board.

Old Business

1. Approval of minutes from the [October 19, 2017](#) Board Meeting
Minutes from the October 19, 2017 meeting were approved.
2. Approval of [FACRL ByLaws](#) by the membership
Board approved the Bylaws

Action Item: Kim will send the FACRL Bylaws to members after the Thanksgiving holiday.

3. FACRL May Board Meeting at FLA 2018
Kim reported on discussions with FLA, and there will not be charges for a meeting room at the FLA Conference.
4. FACRL sponsored program at FLA 2018
FACRL will sponsor a program and host a coffee at the FLA Conference. The Board expects to hear in early December about acceptance of the program proposal.

Action Item: Scott will meet with the FLA Board to identify continued opportunities for collaborations between FLA and FACRL.

5. FACRL Florida state tax-exempt status
Discussion of FACRL tax exempt status.

Action Item: Suzette is investigating tax exempt requirements and will provide a report at the next Board meeting.

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New Business

1. [FACRL Post Conference Assessment By The Board](#)
Kim reviewed post conference feedback from the Board.
2. [FACRL Post Conference Assessment By Attendees](#)
Kim reviewed post conference feedback from attendees. It was noted that 47% were first time conference attendees.
3. Investigation of [Google Team Drive](#) as a document repository - [Jaime's Report](#)
See repository.

Action Item: Jaime will report to the Board in December about options and costs associated with the Board selecting a repository for FACRL documentation

Officer/Liaison Reports

1. President - Kim Copenhaver
Previously reported.
2. President-elect - Becky Donlan
No report.
3. Past-President - Christina Will
No report.
4. Secretary - Corinne Bishop
No report.
5. Treasurer - Suzette Spencer
No report.
6. Communication Manager - Jaime Goldman
No report.
7. Legislative Liaison - Craig Amos
No report.

Committee Reports

1. Membership - Becky Donlan
Reported on discussions with committees. Committee chairs have agreed to continue to serve. Communication templates have been forwarded to the Board for review.
2. Nominating Committee - Christina Will
Reported on the FACRL Board Nominations survey for 2018.

Action Item: Christina will distribute the FACRL Board Nominations survey for 2018 via the FACRL listserv.

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3. Conference Program

a. Scholarships - Sarah DeVille

No report.

b. Location/Site Support - Alyssa Koclanes

Action Item: Alyssa will send thank you's to the 2017 Program Committee members and will inquire about their interest in future FACRL involvement.

c. Sponsorships - Becky Donlan

No report.

d. Program Proposals - Michelle Demeter

Action Item: Michelle will send formal letters to committee members to inquire about their interest in future FACRL involvement.

Review Meeting Outcomes and Action Items

Action Item: Kim will send the FACRL Bylaws to members after the Thanksgiving holiday.

Action Item: Scott will meet with FLA Board members to identify continued opportunities for collaborations with FACRL.

Action Item: Suzette is investigating tax exempt requirements and will provide a report at the next Board meeting.

Action Item: Jaime will report to the Board in December about options and costs associated with the Board selecting a repository for FACRL documentation.

Action Item: Christina will distribute the FACRL Board Nominations survey for 2018 via the FACRL listserv.

Action Item: Alyssa will send thank you's to the 2017 Program Committee members and will inquire about their interest in future FACRL involvement.

Action Item: Michelle will send formal letters to committee members to inquire about their interest in future FACRL involvement.

Announcements

- Next meeting: Tuesday, December 12 at 3:00 pm EDT; GoToMeeting

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