

**FACRL Board of Directors
Conference Call Minutes
November 22, 2013 11-12 am**

Present: Anne Marie Casey, Claire Dygert, Jonathan Miller, Debbie Robinson, Rachel Schipper, Nancy Spaid, Linda Sutton, Christina Will

Absent: Renee Montgomery, Scott Reinke

2013 Conference Wrap-up

Sample of post-conference survey results: name tags at the reception, have poster sessions displayed throughout the day, have a 10 minute transition between presenters, allow more time for first-time attendee networking.

Discussed ideas for Fall 2014 Conference: sent an invitation to first-time attendees for breakfast and networking time with the Board members.

Debbie reported that 17 rooms were reserved at the conference hotel.

Treasurer's report

Claire gave a report on the final cost of the conference: balance of \$7,340; sponsors Ingram/Coutts donated \$1,000, Springer donated \$1,000, and Cox donated \$250 ; there was about \$200 in miscellaneous expenses.

Planning for 2014 conference (Ideas, volunteers, etc.)

Discussed items for Conference Planning Committee's agenda:

- Survey the membership about the conference fee
- Ways to control costs including a joint conference
- Hold the fall conference in a central location in Florida
- Aim for 100 attendees
- Have the venue an institution
- Increase sponsorship
- Have member volunteers and Board members assist Jonathan with conference planning
- Suggest extending the poster sessions beyond a limited time period

Jonathan will send a list to the Board regarding the planning committee

Bylaws discussion

[Note: Claire submitted the Membership Committee's post-Board meeting revisions. See Attachment #1 below]

Debbie and the Board complimented Claire and the Membership Committee for their work on the bylaws. It was decided to put one more revision out to finalize the document to be put before the membership for voting.

Article 4 discussion

The following was discussed and clarified in Section 2:

- individuals residing in Florida may be members
- whether to add “in good standing” or “current members” as the terminology for Section 2
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Article 6 discussion

Agreed that Article 6 was fine as submitted

Elections

Election discussion will take place after the finalization of the bylaws.

Attachment #1

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Adjourned: Noon

Submitted by: Linda Sutton, secretary