

FACRL Board Meeting Minutes
Thursday, May 2, 2013 3:15 – 5:00 pm
FLA Hilton Orlando, Highlands B

Attendees:

Anne Marie Casey, Claire Dygert, Renee Montgomery, Scott Reinke, Debbie Robinson, Rachel Schipper, Nancy Spaid, Linda Sutton, Johanna Tunon

Guests: Becky Donlan, Rebecca Frank, Parker Fruehan, Alyssa Koclanes, Charles McElroy, Peggy Nuhn (FLA Board Liaison), Barbara Stites, Kim Wolff

Call to Order

Johanna called the meeting called to order at 3:30 pm. Peggy Nuhn, FLA Board Liaison, and other attendees were introduced.

Treasurer's Report

Claire presented the Treasurer's Report spreadsheet (attached). Discussed online registration via PayPal.

Attachment: FACRL Treasurers Report 2013 spring.pdf

Action item: Claire will explore the online registration options.

President's Report

Johanna thanked all who served on the Board during the year.

Newsletter/Website (Renee)

Renee reported that the hosting is currently at UCF; she is still pursuing the FSU server or the option to pay to have the website hosted. The domain name is paid for 3 years. It was suggested that a constant site not tied to a Board member's term and institution would be ideal. It was commented that FSU hosts the FLA site. Renee will check into GoDaddy for site fees. It was recommended there be a back-up for the site.

The first issue of the web-based newsletter will be released after the spring meeting with re-structured content. Deadlines will be reviewed and publicized.

Online registration (Adobe part) would have to be purchased again.

Old newsletters will be converted to the new website.

Website needs are locating older minutes from previous years and annual reports. Renee is attempting to fill in the gaps; Linda is assisting with contacts on this.

Claire will look into storage options, such as Florida Digital Archive.

Action item: Renee will explore server options.

Action item: Renee will release the new web-based newsletter.

Action item: Renee will build back files of minutes, annual reports, newsletters, and other documents with help of other current and former Board members. Linda will contact Dave Whisenant and Cynthia Kisby.

Action Item: Claire will check on document archival storage.

Legislative Update (Debbie)

The report referenced the updates made at FLVC's FLA meeting. Debbie conveyed Christina Wills' interest in the legislative position.

Announcements (Johanna)

Johanna turned over an informational notebook with timelines, etc. to assist incoming president, Debbie Robinson, and future officers.

Action item: Claire will send a reminder to members of the nomination deadline.

Action item: Debbie will begin the nominating process earlier in 2014 as early as February.

Discussion of Fall Conference (Debbie)

Debbie led the discussion of the Fall Conference location. Eckerd previously volunteered but would have to charge \$600, technical fees, and insurance charges (liability). FACRL is not covered by FLA's insurer. A policy would cost \$300-\$500. Eckerd has virtual conferencing capability. Another consideration is St. Pete College's Digitorium. Also could consider Novare as an option for technology assistance.

Claire suggested hosting the conference at a hotel as was done for a number of years in the past. Debbie recommended the TradeWinds Island Grand Beach Resort at St. Pete Beach. Dates of other library and related conflicts were reviewed and October 18th was selected as the tentative conference date. Other discussion of parking, hospitality, and lodging took place.

Ingram/Coutts will be asked to underwrite cost of the conference or portion of conference. Debbie will also inquire about the scholarship as part of the Statewide Primary Academic Book Vendor agreement.

Possible themes were discussed with distance learning selected to include focus on LibGuides, embedded librarians, collaborations, etc. - "Any time, any place," "wherever you are" were offered as possible titles. A suggestion was made to check ACRL conference programs for future themes.

Timing and events, poster sessions, number of time periods, keynote speaker or all presenters, other presentations were discussed. Scholarships were discussed – funding and what would be funded; ideas included ACRL conference registration or ACRL membership.

Action item: Confirm conference location, date.

Action item: Determine any scholarships.

Action item: Finalize any sponsorship(s).

Discussion – Ideas for the Coming Year (Debbie)

A number of ideas were presented for consideration:

- hold regional meetings to involve the membership more during the upcoming
- involve membership in advocacy opportunities; mentor new professionals
- change the focus of the spring Board Meeting to a membership meeting
- create a new voting mechanism for determining presenters for conference/events
- clarify membership information and recruitment
- establish an academic librarian of the year award
- establish standing committees such as a conference planning committee composed up of Board and non-Board members
- encourage president/president-elect to attend ACRL Chapters Meeting at ALA Annual Conference
- suggest a more obvious FACRL link from the FLA website
- enhance the FACRL flyer

A discussion of creating a membership survey with potential questions reflecting the above items took place.

Motion: Claire made a motion to create a membership standing committee with a maximum of 7 members from Board and non-Board membership. Johanna seconded. The Board approved.

Action item: Identify regional meeting opportunities.

Action item: Provide clarification on FACRL membership.

Action item: Develop and issue a membership survey with recipients based on the ACRL list of Florida members.

Election of Board Officers

Johanna introduced the Nominating Committee: Claire (chair), Christina Wills, Linda Sutton (members). A discussion of the by-laws relating to nominations and election was held. Claire reported that 1 nominee accepted, 1 nominee declined, 1 decline provisionally. It was recommended that Survey Monkey be used for the election.

[Secretary's note: the nominee who provisionally declined accepted prior to the nomination deadline]

Action item: Complete the nomination and election process.

Recognitions

Debbie thanked outgoing members for their great service to the Board and FACRL, especially recognizing Johanna Tunon, outgoing president.

Adjourn

Meeting adjourned at 5 pm.

Respectfully Submitted: Linda Sutton, Secretary