



ABOS Board Minutes February 16, 2018

The meeting was called to order by President Tina Williams at 4:03 p.m. CST.

Present: Tina Williams, Susan Parkins, Ann Plazek, David Kelsey, Brooke Bahnsen, Lori Berezovsky, Brock Hutchison, Kris Ringwalt, Michael Swendrowski, Cathy Zimmerman, Kim McNeil-Capers, and Rose Huling

Absent: Brooke Bahnsen and Thomas Moore

Secretary's Report for December 2017, January 2018, and the February 6, 2018 Special Meeting will await approval until the March 2018 meeting so all board members have time to look at changes.

The updated minutes for all three meetings were sent to all Board members for review. Via email on February 21, 2018, Brock motioned to accept the minutes for the December 2017, January 2018, and the February 6, 2018 Special Meeting. David seconded. Motion carried.

President's Report

Tina reported that Thomas Moore has officially resigned from the ABOS board. Tina motioned that we accept Thomas' resignation. Cathy seconded. Motion carried.

Kris will assume the Membership committee chair position vacated by Thomas.

Tina recommends Brandon Thompson to replace Thomas. Brandon was up for election and is next in line as far as number of votes. In addition, he has a solid technology background. Tina has talked with Brandon and he would be happy to join the Board. Tina motioned that we add Brandon to the Board. Ann seconded. Motion carried.

Conference Fees

Tina reminded us that conference fees increase each year and we should consider raising the ABOS conference fee. Current conference fees are \$300 non-members, \$250 members/early bird, \$150 presenters, and \$0 for vendors/Carol Hole award winners/Board members. The Board discussed various options. David moved to raise the conference rates by \$25 across the board. Michael seconded. Motion carried.

Treasurer's Report

David reported that the Finance committee has had a busy month. They've been working quite a bit with Amigos and over \$700 came in from membership dues.

The credit card is through Commerce Bank. We were reminded that use of the card should go through David (Chair of Finance Committee) to streamline things.

David is using Excel and is working on streamlining and cleaning up the monthly financial reports for the Board.

Susan motioned to approve the January 2018 Monthly Report. Cathy seconded. Motion carried.

Budget

David's 2017 year end report included sending three people to ALA Midwinter, having two people attend PLA, and offering three \$500 travel awards to ABOS conferences. Discussion took place on the travel awards. David shared that approximately 40-50 people apply for the awards each year.

Tina explained that we need to track how much money we hold in reserve and why. We need to keep a written record explaining this for our status. We currently have 3 bank accounts with a total of \$69,000. The Finance Committee is working on creating written documentation for ABOS financials.

Michael will send David the BOIR earnings to be included in the financial report. Tina said that BOIR should have their own line item to reflect the projected \$20,000 and expenditures as they occur.

After discussion about the budget, David suggested waiting until next month to approve it. All agreed.

Insurance

David gave us an overview of our insurance. He will email the Board all of the insurance contracts he has received so we can vote on this next month.

Tina explained that different states have different regulations on tax exemptions. We have been told by North Carolina that we can only submit forms for tax exemptions after the conference.

Committees:

Advocacy - Kim reported having finalized the Advocacy Committee's final list of members. Their first assignment is to find publications that accept articles.

Awards - Brock reported that the Awards Committee met today. The John Phillip Award will now be called the John Phillip Award of Excellence. The committee discussed creating a tear-inducing video montage to be shown as the winner accepts the award. They are looking into a Past John Phillip Award Winner ribbon to be worn at the conference. There was only one applicant for the John Phillip Award last year. Awards are open from April 3-August 3. The Board agreed that offering a lifetime ABOS membership as part of the John Phillip Award of Excellence was a good idea.

BOIR - Repository/Database – Michael's committee met this morning. They have split into two subcommittees and will assign tasks and goals this week. Michael thanked Cathy for her fundraising efforts. Having a video for advocacy would be a powerful tool, however, the BOIR website doesn't jive well with the ABOS website. The committee is working on having a separate site, but it will live at the ABOS site. Tina suggested that the Board meet with BOIR committee to create a strategic plan. Michael will send out doodle poll soon. The ABOS brochure will be updated to include information about BOIR.

Bylaws - Ann reports no updates at this time. Cathy, Tina, Susan, and Brock are all interested

in helping update the bylaws.

Conference Planning - Tina has set up a preliminary meeting with vendors and the conference venue in North Carolina.

Finance - David's report was included in his Treasurer's Report, above.

Long Range planning - Susan is going to send a Doodle poll out to her committee soon.

Marketing - Lori has 7 people on the committee and will set up a meeting soon.

Membership -Kris sent out emails and will follow up with a Doodle poll for a meeting in March. Ann asked if the Membership Committee would consider sending out a welcome letter to brand new members.

Nominations/Past Presidents - Ann reported that three people are interested in serving on the committee. She'll set up a meeting in March.

Technology - Brock has drafted the committee's goals. He hopes to add Brandon to the committee once he officially joins the Board.

Contracts

Tina reports that we are awaiting the Uberconference contract.

Conferences and ABOS Involvement

Tina filled us in on the potential to hold a joint conference in 2020 with the Association for Rural and Small Libraries. The conference would be held in Kentucky. ARSL proposed this joint venture. Susan reported that our last joint conference was in 2011. There was discussion on the pros and cons of a joint conference, including financial aspects. The Board will revisit this topic at a later date.

Tina said that there will be an Outreach Night at PLA. It will be a mingling/networking event. People are needed who can help get the word out about National Library Week.

New Business

Michael stated that the article on the Anaheim bookmobile was well received. Tina reminded us that if we see new bookmobiles popping up, or bookmobile anniversaries being celebrated that we should mention it at the Board meeting. Google alerts are easy to set up so you never miss an article on a certain topic.

Lori reported that she's changing departments at her library, and that ending the Board meetings at 6:00 p.m. CST will be a hardship starting with the March meeting. After some discussion the Board agreed that, starting in March, the Board meetings will be held from 3:00-5:00 p.m. CST.

Adjournment

David motioned to adjourn. Lori seconded. Motion carried. The meeting was adjourned at 6:00 p.m. CST