



ABOS Board Minutes March 16, 2018

The meeting was called to order by President Tina Williams at 3:04 p.m. CST.

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

Absent: Kim McNeil-Capers, Michael Swendrowski, and Brandon Thompson

Secretary's Report for February 16, 2018 was motioned for approval by Cathy. Ann seconded. Motion carried. Via email on February 21, 2018, Brock motioned to accept the minutes for the December 2017 and January 2018 Board meetings, and the February 6, 2018 Special Meeting. David seconded. Motion carried.

President's Report

Tina shared that there is a "2018 Committees and Article 11 & Docs" document in Google Drive. She asked that Committee Chairs update the document with the names, emails, and goals of the committee members. In addition, any questions the committees may have for ABOS members can be added here for a future survey. Summaries of committee meetings would be helpful here too.

Car Rental Discount

Tina explained that the car rental discount is designed to benefit ABOS members and isn't tied specifically to the conference. There was discussion on how to advertise the discount to members and whether or not it should be included on the conference registration receipt. We talked about Amigos adding something but decided to just put it on our website. Tina added that to use the discount you must select the rental dates first.

Conference Meet Up

Tina suggested that we include raffle prizes at the Meet Up at PLA on March 22. There was discussion on what prizes would be best: \$20 off membership, \$50 off conference fee, buttons, other logoed items.

Conference

Tina mentioned that the Conference committee met and worked on elevator speeches, upped the John Phillip Excellence in Outreach Award to \$500 (previously was \$300, the extra \$200 will help cover additional expenses associated with the award), and added a new level of sponsorship. Amigos is in the process of getting new software, and we'll wait to post registration information until this is done.

Poster sessions are popular at conferences, and there was discussion on whether or not we should offer them at the ABOS conference, and if so would there be space at the conference site for them. Often, the call goes out first for presentations, and then for poster sessions. After

discussion, the Board agreed to try it.

Many vendors are stepping up to offer sponsorship.

There was clarification of conference registration costs: Presenters and bookmobile drivers will pay \$175 per person (up to 2 people); hardship cases will pay \$0 with letter explaining circumstances (per person/per library. Up to 2 with Board approval); bookmobile mileage reimbursement will be \$0.545 per mile, up to \$100.

Treasurer's Report

David explained that there has been a delay in getting our credit cards because ABOS was flagged for not filing with the state of Missouri. However, we don't believe that is an error. David filed a form explaining we filed in Illinois, as that is our state of incorporation. Once we get the credit cards we'll get our own UberConference account. The Finance Committee is in the process of getting an auditor and are busy getting taxes in order and working on the budget. ALA Spectrum, John Phillips Award, and BOIR all have their own line item. Cathy motioned to approve the February Treasurer's Report. Lori seconded. Motion carried.

Insurance

David shared the American Family policy with the Board for review. We need liability insurance for \$1,000,000 for the 2018 conference. The total cost for this policy is \$1351.00. This includes our insurance needs for the Directors and Officers. Susan motioned to approve the American Family insurance policy. Brooke seconded. Motion carried.

David reminded us that if we make an ABOS purchase he should be notified in advance, and we should use the tax exempt ID. An ABOS DUN number is being researched. David said he'd send the Board a reimbursement form to use for the 2018 conference.

Committees:

Advocacy - Tina reported that the committee is working on National Bookmobile Day (April 11) ideas, writing campaigns, and getting the word out through ALA.

Awards - Brock reported that the Awards Committee is getting award application forms ready to post on the ABOS website on April 1-August 1. There will be 5 Carol Hole awards this year because 2 are being sponsored by Don at Acore Shelving.

BOIR - Tina shared Michael's report saying the temporary server is dead. No testing can be done until the permanent server is installed. The committee is looking at opportunities to do presentations at conferences. They are also working on their strategic plan and Google Map information.

Bylaws - Ann reports that the Bylaw committee met this week. They are slowly going through things, and have created a timeline. They are looking at the semantics in the bylaws. The document retention policy wasn't on Drive with the other policies; it is now. They are purposely looking at policies to see what updates are needed. 2011 was the last update.

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

Long Range planning - Susan reports that the committee will meet next Monday. They will look at criteria for future conferences and are considering a joint conference with ARSL in 2020.

Marketing - Lori reports that the Marketing committee will meet on April 6 and should make some decisions on the direction they'll take then.

Membership -Kris reported that the committee is looking at tiered memberships. They'll have another meeting in April. As soon as conference information is on the website they'll send out information to libraries in states neighboring North Carolina. The Board discussed reports on membership renewals. Kris said Spectrum Scholars have been signing up.

Nominations/Past Presidents - Ann reported that the committee will meet next Monday.

Technology - Brock reported that we are investigating the possible migration with Amigos to the Wild Apricot system. Wild Apricot integrates the website and the registration process. The committee decided that access to social media would be given to the President and the Technology Committee members.

Other Conferences and ABOS Involvement

Tina shared that we have received invitations from ARSL and ALA to attend their conferences. We'll attend both. Tina will attend ARSL (held in Illinois). If there is money in the budget we can send 2 people at registration fees of \$275 per person.

New Business

Don from Acore said he hears from people that are retiring bookmobiles and have bookmobile shelving to get rid of, as the shelving typically outlasts the vehicles. He'll post these things on the ABOS listserv from now on, so our listserv members can take advantage.

Adjournment

David motioned to adjourn. Susan seconded. Motion carried. The meeting was adjourned at 4:40 p.m. CST.