



April 20, 2018 ABOS Board Meeting minutes

Meeting called to order at 3:00 p.m. Central Time

In attendance: Tina Williams, Susan Parkins, Ann Plazek, David Kelsey, Brooke Bahnsen, Lori Berezovsky, Brock Hutchison, Kim McNeil-Capers, Kris Ringwalt, Michael Swendrowski, Brandon Thompson, Cathy Zimmerman.

Absent: Rose Huling

Welcome

Tina reminded us that we have our own UberConference account with a new dial in number. The default setting means that UberConference records all calls. This will make it easy to review meetings later on. Some board members were having trouble with Gmail, such as not receiving all emails. If we don't think we are receiving things such as conference call reminders, etc., we should let Tina and Rose know.

Secretary Minutes

The March 16, 2018 Board Minutes have been distributed to all board members and reviewed. Cathy moved that we accept the March Minutes as written. David seconded. Motion carried.

President's Report

ODLOS: Each group that was a part of the meeting submitted their news and information prior to the meeting. All of that went into the ODLOS newsletter, which was then distributed. Because of this streamlining, the ODLOS meeting was 6 minutes long.

PLA Conference

Tina recommends talking to vendors that we know and hanging out at their booths when at conferences. It's a good way to connect and talk to people about ABOS. Our PLA Meet Up went well and had good attendance despite the awful weather.

ARSL/ABOS Meeting

The board discussed what was learned at the ARSL/ABOS meeting which centered on possibly having a joint conference and other ways to promote each others organizations. We agreed that sending representatives to each other's conferences would be a good way to start. One option is to keep our registration, etc. separate, but have back-to-back conferences. In that scenario, the ABOS conference would be Tuesday-Wednesday, the ARSL conference would be Friday and Saturday, and Thursday would be a joint overlap day. Tina suggested taking this to Experient to see if it's feasible. Another meeting between the two boards will be scheduled soon.

Annual Conference, Raleigh, NC

The room situation has been figured out. Tina is planning a trip to Raleigh to do a walk through. We just received the AV quote and it is \$9974.63, including Experient's discount and including tax. This is the amount for set up with laptops in the main room and session rooms. Last year the quote was in the \$7000 range. David added that we budgeted \$7000 for AV for 2018, but because the quote is the best we can do, we should go ahead and accept it. The vendors are really stepping up and supporting us this year already. It isn't an option to offer less technology during the conference.

There was discussion on the budget for this element of the conference. Cathy motioned to accept the AV quote. Susan seconded. Motion carried.

Treasurer's Report

Our current total is \$64,654.82. The Finance Committee reports that we have the credit card. Let David know prior to using the credit card. Coverage with American Family Insurance is progressing. We are looking into getting an auditor. Amigos recommended a company and we're working on a report to send them. Our last audit was done in 2011. The 990-EZ (Return of Organization Exempt from Income Tax) is done and has been mailed. The form shows that we're a nonprofit organization. Forms for Illinois will be next. The Uberconference account is set up now, too. Progress is also being made on getting a DUN number. We'll check with the auditor before starting the process, in case any flags go up. Susan motioned to accept the March 2018 Financial Report. Lori seconded. Motion carried.

Committees

Advocacy: Kim reported on National Bookmobile Day. The committee sought to create awareness by using certain hashtags on social media. ALA reported 318 hits just on ALA's instagram from people using the hashtags. The ALA facebook page saw 140 hits. There were some great photos posted, too. Tina said that ALA credited ABOS with increasing awareness by posting for National Bookmobile Day. Tina added that author Laura Conlon saw something on TV about bookmobiles and outreach and she wants to give everyone who attends the ABOS conference a personalized copy of her book. Kim said that the committee is still working on a list of publications that accept articles. There should be about 50 publications on the list when they finish.

Awards: Brock said that awards are live on the website now. He asks that we encourage people to apply. Two vendors are sponsoring the Carol Hole and John Phillips awards.

BOIR: Michael reported that they lost a couple of committee members recently. Cathy added that they are looking at fundraising sources while waiting for a DUN number. They are looking at library school alumni associations and Theta Phi Mu as potential funding sources. Cathy suggested an idea for the conference's Networking Night, which is to have food vendors give BOIR a percentage of sales. Tina added that we'll get a quote from Counting Opinions, a company that offers cost-effective ways to capture, manage and measure performance data, including open-ended customer feedback, qualitative and quantitative data, trends, benchmarks, outcomes and peer comparisons, but will first need a finished strategic plan.

Bylaws: Ann said a meeting invitation is coming soon.

Long Range Plan: Susan reported that they had their first meeting in March, and the meeting notes are available in the Long Range Planning folder. They pulled input gleaned through the survey at the last

conference which was sent to Experient. Experient was able to come up with some potential conference sites that fit our criteria. The committee is looking at Spokane, the Phoenix area, Albuquerque, Denver and Reno as possibilities in 2019. Tina added that we hope to have the 2019 contract finalized by May 2018 to we can announce it at ALA in June.

Marketing: Lori reported that the committee has two main areas of focus, creating an ABOS newsletter and having logoed items for sale at the conference. The newsletter will be rolled out at the conference, so everyone will receive a hard copy of it.

Nominations: Ann reported that the committee questioned the timing of our elections. We currently hold them at the end of the year after the conference. Other organizations hold elections earlier in the year so they have a smoother transition after the conference. They are considering holding elections in August instead of October. After discussion, we felt it was too soon to do this in 2018, but will announce at the conference that in 2019 it will be earlier.

Technology: Brock reported that Amigos is planning the Wild Apricot website migration. Brock sent out a draft of the contract today. It will cost \$1500 to do the migration. \$1600 was budgeted, so we are okay financially. Amigos will completely redo the website and ABOS will then maintain it. Kris motioned to accept the contract. Cathy seconded. Motion carried.
Domain name renewals should be taken care of by next week.

All Committees: Tina reminded us that if our committees have questions they would like to put to the membership on this year's survey, to get them to her by May 4.

Other Associations and Conference Updates

ALA: The ALA Annual Conference is coming up. We have it in writing that we will do a poster session, but haven't heard whether we'll do a regular session or not yet. We are waiting John Amundsen's replacement to start before this will be finalized.

ARSL: They will get back to us on whether we can attend their conference this year. It's a space issue.

New Business

David shared that the St. Charles (Illinois) Public Library Outreach team is the recipient of the ASCLA (Association of Specialized and Cooperative Library Agencies) Leadership and Exceptional Service award for 2018.

Michael reported that there are a couple of new vendors in the bookmobile world. One in Missouri and one in Michigan.

David moved to adjourn the meeting. Michael seconded. Motion carried. Meeting adjourned at 4:45 p.m.