

Association of Bookmobile and Outreach Services
Regular Meeting of the Board
Friday, July 21, 2023
2:00 pm CST / 1:00 pm MST / 3:00 pm EST / 12:00 pm PST
Recorded by Stephanie Mayeux, ABOS Secretary



In attendance:

Brooke Bahnsen, Past Treasurer (arrived after Call to Order)
Lori Berezovsky, Past President (arrived after President's Report)
Karen Bradley, Treasurer (arrived after President's Report)
Jenn Koetz, Vice President
Stephanie Mayeux, Secretary
Brittany Peacock, President
Cathy Zimmerman, Executive Director

Danielle Carlton
Kim Jones (arrived after President's Report)
Wayne Keith (left after New Business)
Marcia Siehr
Kassy Trejo

Call to Order

- Meeting called to order by Peacock at 2:02 pm CST.
- Motion by Trejo to approve minutes of the ABOS Regular Meeting of the Board on Friday, June 16, 2023. Seconded by Keith. Motion carries.

President's Report

- Given by Peacock.
- Motion by Siehr to approve the change in registered agent to stay incorporated as an organization in the State of Illinois, removing David Kelsey and appointing Brooke Bahnsen, effective immediately. Seconded by Trejo. Motion carries.

Executive Director's Report

- Given by Zimmerman.
- Motion by Jones to approve the purchase of 250 7" Custom White Disc-Top Flat Stemmed Stirrers from Smart Pack USA for up to \$200. Second by Berezovsky. Motion carries.
- Motion by Bahnsen to approve sharing the list of 2023 ABOS Annual Conference attendees with its vendors. Seconded by Trejo. Motion carries.

New Business

- Given by Peacock.

- Moving forward, the ABOS Board at Large agrees to hold a board vote for every purchase made using ABOS funding.
- Motion by Carlton to approve removing Twitter as an official ABOS social media platform. Second by Siehr. Motion carries.

Committee Reports

- Awards Committee Report given by Trejo.
- BOIR Committee Report given by Zimmerman.
- Communications Committee Report given by Carlton.
- Conference Planning Committee Report given by Peacock.
- Continuing Education Committee Report given by Koetz.
- Finance Committee Report given by Bradley.
- Long Range Committee Report given by Zimmerman.
- Membership Committee Report given by Jones.
- Nominations Committee Report given by Berezovsky.

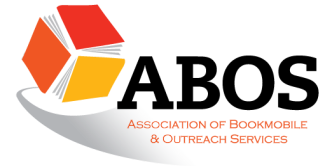
Unfinished Business

- Given by Peacock.

Motion to adjourn by Carlton. Seconded by Koetz. Meeting adjourned at 3:57 pm CST.

Included as an addendum to the minutes: Meeting agenda, Communications Committee Report

ABOS Board Meeting Meeting Agenda



July 21, 2023, 2:00 CST / 1:00 MST / 3:00 EST / 12:00 PST

Brittany Peacock, President	Stephanie Mayeux, Secretary
Lori Berezovsky, Past President	Brooke Bahnsen, Past Treasurer
Jenn Koetz, Vice President	Cathy Zimmerman, Executive Director
Karen Bradley, Treasurer	Marcia Siehr, Board Member at Large
Danielle Carlton, Board Member at Large	Kassy Trejo, Board Member at Large
Wayne Keith, Board Member at Large	Vacant, Board Member at Large
Kim Jones, Board Member at Large	

- Call to order
 - Roll Call
 - Approval of minutes from the previous meeting
 - Additions/corrections to agenda

- President's Report
 - Illinois Tax Information - Karen
 - Board Vote
 - ALA Update
 - June Membership Update
 - July Party Planning

- Exec Director report
 - Vendor Report
 - Census
 - Gale
 - Rifkin Bags
 - Hilton Garden Inn Reservations
 - digital conference booklet
 - Docusign
 - Board Vote
 - Swizzle Sticks
 - Attendee list to vendors

- New Business

- Conference enamel pins
- Indianapolis Site Visit
- Executive Director Credit Card - Jenn
- Amigos Contract - Revisit Meeting from early 2023 (Jenn & Brittany)
- Conference
 - Registration number
- Stephanie: Twitter updates
- Virtual Attendee Communication Plan- Boost Registration
- ARSL Special Perks for Membership
 - Virtual Attendee Raffle
- Committee Reports
 - Awards
 - BOIR
 - Communications - constant contact update
 - Conference Planning
 - Continuing Education
 - Finance
 - Long Range
 - Membership - Member Cards
 - Nominations
 - Technology
- Old Business
 - By-laws update
 - Monthly Celebrations
 - July 16-22 - Senior Services Week
 - August 6-12 - Book Bike Week
 - September 17-23 - Student Week
 - October 9-11 - CONFERENCE
 - November 12-18 - StoryWalk Week
- Next Board Meeting
 - Friday, August 18th same time same place
- Motion to end the meeting

Communications Committee Report July 21, 2023

Prepared by Danielle Carlton & Stephanie Mayeux



July 2023 Communications Committee Meeting

We did not have a meeting this month; we sent out updates through email. Main items covered in the updates were merch/conference updates, celebration weeks, and promotion priorities.

Social Media Team

We rolled out the following social media campaigns:

- June - Membership Month
- July - Awards and Senior Services
- Most popular post on Instagram and Facebook was Monday, July 17, Senior Services Submission post.

The social media team created the following in June and July.

- June - 76 social media posts; up from 30 in 2022
- July - 94 social media posts; up from 50 in 2022
- Total post count 170

The Communications Committee created and sent out 16 Constant Contact blasts since our last meeting.

Newsletter Team

- June - Divided articles up amongst Newsletter Team, sent email blasts about Senior Services and Membership month.
- July- Continue to edit and proof documents for the newsletter, sent email blasts about Book Bike Week.

Scheduled for June & July

- Conference ribbons ordered. Selected some SWAG options for the conference. Enamel pins on their way to the Executive Director.
- Social media team will continue promoting awards, conference registration, and begin scheduling Senior Services Week posts for July. Book bike submissions are closed, and the next celebration week is Student Week with plans to be determined.
- Newsletter team will send out their second newsletter at the end of the month.
- Next committee meeting is scheduled for Friday, August 11, 2023