

Association of Bookmobile and Outreach Services
Regular Meeting of the Board
Friday, November 17, 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
Lori Berezovsky, Past President
Karen Bradley, Treasurer
Jenn Koetz, Vice President
Stephanie Mayeux, Secretary
Brittany Peacock, President
Cathy Zimmerman, Executive Director

Danielle Carlton
Wayne Keith
Kim Jones
Marcia Siehr (left after New Business)
Kassy Trejo

Call to Order

- Meeting called to order by Peacock at 2:01 pm CST.
- Motion by Trejo to approve minutes of the ABOS Regular Meeting of the Board on Friday, October 20, 2023. Seconded by Berezovsky. Motion carries.

President's Report

- Given by Peacock.

Executive Director's Report

- Given by Zimmerman.

New Business

- Given by Peacock.
- Whova has offered a 10% discount for a two-year contract. Motion by Siehr to approve signing a two-year contract with Whova for \$9,790. Seconded by Berezovsky. Motion carries.

Unfinished Business

- Given by Peacock.
- Request by Bahnsen to table discussion of Amigos investment recommendations to the December 15, 2023 Regular Meeting of the Board.

Committee Reports

- Communications Committee Report given by Carlton.
- Conference Planning Committee Report given by Peacock.
- Continuing Education Committee Report given by Koetz.
- Awards Committee Report given by Trejo.
- Finance Committee Report given by Bahnsen.
- Long Range Committee Report given by Zimmerman.
- Membership Committee Report given by Jones.
- Technology Committee Report given by Trejo.

Motion by Jones to adjourn. Seconded by Koetz. Meeting adjourned at 3:25 pm CST.

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

**ABOS Board Meeting
Meeting Agenda**



November 17, 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
 - Post Conference Survey Results shared at full-board meeting
 - Brittany attended ODLLOS Meeting on Wednesday, more information to come
 - Conference Excitement - asking for pricing
- Exec Director report
 - Amigos conference update - in-person over 250 clause

- New Business
 - Whova Contract (Cathy)
 - Constant Contact - Full Overview (Cathy/Jenn)
 - Costs
 - Currently paying yearly
 - 30% discount to do yearly
 - Users
 - Primary
 - Currently Communications is the Main Act.
 - Currently Two Factor Authentication goes to Brittany
 - Executive Director Year-End Review (Jenn)
 - Executive Director Contract - Future
 - Indiana Update (Cathy / Jenn)

- 2024 Site Staff & Meeting
 - Presentation at ILF
 - November Membership Drive
- Unfinished Business
 - Finances
 - Financial Wrap Up of Conference - Hershey
 - Chocolatier reimbursements (Stephanie)
 - Amigos Investment Recommendations
 - Publication of financial reports
 - Nominations Update (Lori)
- Committee Reports 1-2 minute updates
 - Awards -
 - BOIR - nothing new
 - Communications
 - Conference Planning
 - Continuing Education
 - Finance
 - Long Range
 - Membership
 - Nominations
 - Technology
- Motion to end the meeting

Awards Committee Report

November 1, 2023

Prepared by: Kassy Trejo



Attended by: Lynn Pawloski, Lisa Mosley, Karen Horner, Meredith Wulff, Kim Jones, and Kassy Trejo

1. Kassy went over the Awards Guidelines Google Document. Explaining what will be discussed with the rest of the Board, and trying to come up with something more concrete.
 - a. [Awards Guideliness: 2023](#)
 - b. Showed what David had left and how it could be approved.
 - i. [ABOS Awards and Committee Procedures REVISED December 20...](#)
2. Lisa M. wrote some notes on the document, and mentioned a rubric system, to make it easier for committee members. Meredith second this, talked a little more about it and mentioned that she could create a mock up, see what we thought of it. Kassy asked her if she could do one award, so we can present it at our meeting with the president, VP, PastPresident, ExecDirector meeting.
3. Kassy mentioned that our next meeting is in December - and during that month, she would email everyone to confirm if they still wanted to be a part of it next year and anyone who signed up during the conference to be a part of the committee.

Next Meeting: December, 2023 @ 1:30 pm central.

Technology Committee Report

November 10, 2023

Prepared by: Kassy Trejo



1. Went over events from the Conference. Asked for Feedback on how things were handled.
2. Talked about the Meeting with the President, Vice President, Past Pres, and Executive Director.
3. Asked for any concerns or comments, so that we can present it to them.
4. Kassy told them that, next month she would send out a google form asking if they would like to continue next year in this committee.

Next meeting: 2024