



ABOS Board Minutes August 18, 2017

The meeting was called to order by President Ann Plazek.

Present: Ann Plazek, Tina Williams, Brooke Bahnsen, M. Courtney, Marianne Thompson, David Kelsey, Susan Parkins, Rose Huling

Absent: Kim McNeil-Capers, Michael Swendrowski

Secretary's Report for July 14, 2017 was approved with corrections.

Treasurer's Report - Monthly financial report for July 2017:

- In comparison to last year, income showed as less but Conference registrations are picking up.
- We had 90 registrations, 43 signed up for the Keynote Speaker meal, 34 signed up for the closing meal, and 18 t-shirts purchased.
- We had more discussion about whether we needed to have Board member living in Illinois to serve as our registered agent. Tina was proposed to serve and Brooke will confirm.
- Approved.

Committee Reports:

Advocacy - Susan

- Committee members not responding to Susan's emails. Ann suggested Susan send an email specifically asking the members what activities they could commit to.
- Still no clear division as to who is sending what type of form letters out. Need to have another discussion between Advocacy and Membership chairs.

Awards - David

- David reported that there were 42 Carol Hole nominees this year versus 23 last year.
- 13 Bernard Vavrek award applicants
- Continued to receive late applications.
- Committee honored to recognize the people doing Outreach.
- Going forward we need a procedure to handle award winner registrations. This year we are having them register as Board members.

BOIR - Repository/Database – Michael - not present; no update

Conference Planning/Long Range planning -- Ann & Tina

- Ann emailed the individuals who registered at the member rates but had not actually joined ABOS. All but one immediately joined in response.
- The subject of offering a discounted registration rate to the hosting library was raised. Tabled the proposal for later discussion.
- A motion was made to offer the Outreach Librarian at the Raleigh County Library the presenter rate for the 2017 conference. The motion passed.
- **Vendors:** Information found in the Vendors folder under Conferences.
- **Programs:** Ann needs to know which programs we want to see. We need a person in each room to troubleshoot, maybe introduce the presenter and collect feedback forms. Everyone should send their top 6 or 7 requests to Ann.
- **Wednesday Networking Event:** Music, Tuscan menu option, Scavenger Hunt and Caption This Posters from the hallways that will be brought into the Ballroom for the evening.
- Our hashtag is on Facebook: #ABOSPA2017
- Definition of Bookmobiles for the 2017 Conference registration discount include vehicles where patrons can come aboard, carts can come off, or the vehicle is otherwise modified specifically for Outreach. We are also including Book Bikes. The discount is available as we expect the library to pull the vehicle out of service during the conference.
- Membership invitation letters suggest that if a library is unsure if their vehicle qualifies, they send an email to Courtney, secretary@abos-outreach.com. She will contact the library and view photographs of the vehicle.

Resignation of Gina Fuller, Board Member at Large and Marketing Chair

- At this point in the meeting, Ann received an email from Gina Fuller that she would like to resign her Board position to focus on her other library duties. She has put information in the Marketing folder and has offered to answer any questions.
- According to the ABOS Bylaws, the Board can appoint an interim member. At this point in the discussion Marianne suggested we leave the position open to the end of the year. A member can be elected to a one-year term. Rose volunteered to fill Gina's vacated position as she has attended most meetings. Tina nominated her, Susan seconded, and all voted aye.
- **Update:** After the meeting, Ann discovered while reviewing the Bylaws that we needed to formally accept Gina's resignation before appointing an interim member. Rose's appointment was rescinded and an email vote to accept Gina's resignation began on August 23rd and ended on August 25th. That email is appended to the end of these minutes. (A Special Board meeting was held on September 6, 2017 and the minutes are posted in the Minutes folder.)

Marketing - Ann

- Ann will serve as the Marketing Chair until the end of the year. She shared both information from the last Marketing meeting and the Marco shopping cart for ABOS merchandise.
- Linda Elkow from Amigos is able to put payment for ABOS merchandise into EZ register.

Membership - Courtney/Thomas

- Membership committee is mailing out letters invited libraries in Pennsylvania and surrounding states to the conference.
- Membership table will be up at the conference, still working on plans for how it will complement the Registration table and how to staff it.
- Problems similar to Advocacy with contacting committee members and getting them to follow through.

Nominations/Past Presidents/Policy - Marianne will present updates in September.

Technology - Tina/Rose

- Three active committee members.
- Brock, Tina and Rose are working on the website and updating Google instructions.
- Goal is to have the improved website ready to launch at the conference.
- Ann asked Rose to post the conference link to Facebook.
- Question: "ABOS@" for social media sites refer to?

Old Business

- Bookmobile Guidelines - skipped
- Insurance recommendations - Ann has a contact at Travelers. Paperwork was sent in so we would have two quotes to compare.

New Business

- Spectrum Scholars - motion made to extend a one-year membership to a Scholar. Approved.

Announcements

- Board meetings will be held the 3rd Friday of the month at 2 pm Mountain, 3 pm Central Time, 4 pm Eastern Time
 - Next meeting on September 15, 2015

Adjournment