



## **August 17, 2018 ABOS Board Meeting minutes**

Susan called the meeting to order at 3:00 p.m. Central Time

**In attendance:** Susan Parkins, Ann Plazek, David Kelsey, Brooke Bahnsen, Lori Berezovsky, Brock Hutchison, Kris Ringwalt, Cathy Zimmerman, Brandon Thompson, Rose Huling and Michael Swendrowski.

**Absent:** Kim McNeil-Capers and Tina Williams

### **Secretary Minutes**

The June 15, 2018 Board Minutes have been distributed to all board members and reviewed. Lori moved that we accept the June Minutes as written. David seconded. Motion carried.

### **Email Votes**

We conducted 3 email votes:

1. On 5/25/18 there was a motion from Susan to reimburse travel to 2019 conference site visits. The motion was approved.
2. On 7/27/18 Hillary White and Linda Felts presented a hardship case and will be allowed to attend the conference at the bookmobile rate. The board approved.
3. On 8/9/18 Henry Sobratti presented a hardship case and will be allowed to attend the conference at the bookmobile rate. The board approved.

### **President's Report**

Susan said that Tina put out a call for help with the vendors. Since we had trouble receiving/sending emails during the website migration, we didn't receive emails from vendors. We need to contact all vendors again. Susan, Lori and Tina are on the vendor subcommittee. Lori and Rose are currently on the subcommittee. Rose will be helping the subcommittee.

### **Conference 2018**

Ann and Susan are working on the conference presentation schedule.

We discussed whether board members who are presenting should present once in order to be more available for helping where needed. It was decided that board members will present twice.

### **Vendor Presentations**

Vendors who offer \$2000+ and support an event or conference option have the option to present.

Note, added August 18 per email from Tina: ALA is our affiliate, but is considered a vendor at our conference.

We will track attendance at all presentations and offer evaluations.

### **Treasurer's Report**

David reported that we officially have officers and directors insurance through American Family Insurance. We've found a good auditor for ABOS in Bob Rehayem. Bob says ABOS doesn't need an audit since we make less than \$300,000 per year. He can also help us fill out and file tax forms, which is a lengthy and involved procedure. For that he would charge between \$750-\$1000. Bob's hourly fee for other needs would start at \$200. He also indicated that we could proceed with getting a DUN number without negative impact on our organization. We would need a DUN number for federal funding. David and Brooke have a good plan for financial procedures.

Registration for the conference is going well. We've taken in over \$1200 in vendor registrations and \$1617 in membership dues last month.

Lori made a motion to accept the Treasurer's Report as written. Cathy seconded. Motion carried.

## **Committees**

**Advocacy:** Kim reported that the committee continues to work on finalizing the list of publications that accept article submissions. The list should be completed by September. (Report provided 8/22/18)

**Awards:** Brock reported that August 1 was the deadline for applying for awards. The committee met to discuss the selection process. They received a lot of applications for each of the awards including 7 for the John Philip Award of Excellence.

**BOIR:** Michael reported that he'd received a proposal from Counting Opinions. It's a subscription-based product and runs \$100-\$150 per month. It doesn't look like a good fit for us. Tina has been involved with the committee's discussions on Counting Opinions, and shares their concerns. The next hurdle is to move the BOIR website to a permanent server. The IT committee looked at a2hosting.com. They charge \$36 per month. BOIR currently has enough funds to have the site hosted for 36 months. a2hosting.com has a month to month contract. There is currently \$1577.37 in the BOIR budget, with no other outstanding debts. Ann moved that we move the BOIR site to a2hosting.com. Michael seconded. Motion carried.

**Bylaws:** Ann reported that the committee hasn't been able to do much because the special meeting in July was cancelled. Now, it might be too late in the year to make changes of this scale in the bylaws.

**Long-range Planning:** Susan reported that the 2019 conference will be held in Omaha, NE October 23-24. Dallas, TX is looking good for 2020. The committee has some good options to review for 2021, too.

**Marketing:** Lori reported that submissions for the ABOS newsletter have been coming in. The committee is just about ready to start placing orders for t-shirts, car magnets, and travel tumblers. Badge ribbons are being sorted out, too. Lori submitted the Difference Makers application with Marco Promotions, which, if we're chosen, would give us \$500 in promotional materials.

**Membership:** Kris reported that the committee sent via email an update on membership recently. The numbers are looking good.

**Nominations:** Ann thanked everyone for the additions to the What I Wish I Knew document. This will help when approaching potential board members. She also encouraged the board to start thinking of members who would make good officers for next year.

**Technology:** Brock reported that the new website is up and running, and the committee is getting comfortable with editing content. We own the domain name now.

During the migration we experienced email problems, and the Advocacy folder was lost. The files were deleted by a user with the name “moya familia”.

Ann asked if we could add the minutes from our board meetings to the website. Brock said we could.

There was discussion about having past conference presentations on the website, as we did before. There was some concern about having them on the website, since a presentation of Tina’s was stolen and then presented elsewhere as their own work. We discussed having a password-protected area of the website for members only. The board supported this idea. Brock will work on it.

### **Other Conferences**

Michael will represent us at ARSL, September 13-15 in Springfield, IL. Michael mentioned that ARSL has an app for those who attend the conference. It was agreed that we would ask the ABOS membership if an app was something they would use. ARSL also canvases members to work at the conference. This gives them more buy-in to the organization, as well as helps out the board. The board liked this idea.

### **New Business**

Michael described a Tribune Review (Greensburg, PA) article about bookmobiles that put a more negative slant on things.

Do we need a special board meeting to replace the cancelled July 24 meeting?

Susan indicated that the “Still Pending” items at the bottom of this meeting’s agenda can all be removed, as they’ve been resolved.

Susan adjourned the meeting at 4:22 p.m.