



## **May 17, 2019, ABOS Board Meeting minutes**

Susan called the meeting to order at 2:05 p.m. Central Time.

**In attendance:** Susan Parkins, Cathy Zimmerman, Lori Berezovsky, Tina Williams, Kim McNeil-Capers, Michael Swendrowski, Wendy Ramsey, Zach Roberts, Brock Hutchison, and Katrina Ford, Rose Huling

**Absent:** David Kelsey

### **Secretary Minutes**

The April 19, 2019 Board Minutes have been distributed to all board members and reviewed. Lori moved to accept the April Minutes as written. Cathy seconded. Motion carried.

### **Treasurer's Report**

Susan reviewed the Treasurer's Report in David's absence. David is in Rhode Island accepting an award from his Alma Mater.

Conference registration has started. As of 5/10/19, there were 8 Early Bird and 6 Board Member registrations. There were no questions concerning the budget.

Cathy moved to accept the April budget. Brock seconded. Motion carried.

### **President's Report**

#### **2019 Conference**

**Vendors:** Cathy said the vendors are beginning to register and confirm their level of support. TechOps are interested but have decided not to support us this year, and in fact, decided not to take part in any conferences this year.

MEternally is an interested company that works on senior programs. They are very interested in being at the conference this year. They would like to sell their product at the table which would be new for ABOS. We would need to check with the hotel on whether selling at the conference is allowed. The board agreed that only registered vendors would be allowed to sell at our conference. This could be posted on our website and the conference booklet. We don't have a policy on this yet, it's a consensus.

The vendors are all taken care of now. Our author fee, lanyards, and bags are all covered by vendors.

We need to look at the price if a vendor wants to bring a third person. Meals should be paid for. How much do we charge them? We need to have this posted somewhere that is very visible.

Susan said that program proposals are trickling in; we've received 18 so far. We are waiting to hear from the Nebraska Library Commission and Omaha Public Library on whether or not they would like to offer a session. We will most likely extend the program deadline.

Vendors must be at the gold level of sponsorship to qualify for a presentation.

### **2021 and 2022 Conferences**

**The Scott in AZ (2022):** the contract is ready to sign. The room blocks have been tweaked a bit. The original 467 rooms have been upped to 518. We are overestimating the number of rooms, which is easier than not having enough. We also hope to grow conference attendance each year.

The conference will run from Tuesday-Thursday. The conference rooms need to be vacated by 1:00 p.m. on Thursday.

There is no hotel AV package with this conference. An outside AV company will be secured as it gets closer to the conference date. To do this we will put out a bid for the AV package. The hotel will not penalize us for using an outside group. The Scott hotel is asking for \$19,000 (after negotiation) for AV, which is very high.

Tina mentioned the "Conference Expenses Year to Year" Google doc. It can be used to compare conference costs each year, although it hasn't been kept up to date. David has all the binders; board members in IL will try to get together and go through the binders to collect the missing information and keep this document up to date.

There was a lengthy discussion on the hotel's AV, food and beverage costs, and higher room rates, along with the Tuesday-Thursday schedule. The positives for this hotel include being close to Old Town Scottsdale with plenty of attractions, shopping, and restaurants, in addition to easy access to the airport, free shuttle service, free bookmobile parking, and no resort or parking fees for attendees.

It was suggested that the Long Range Planning committee looks at hotels themselves, excluding those suggested by Shonna.

Lori motioned that we sign the contract for the Scott Hotel in AZ for 2022. Cathy seconded. Motion carried. It should be noted that the vote was 4 board members voting to approve signing the contract, 4 against, 1 abstaining. Susan voted to break the tie.

**Hilton at the Ballpark in St. Louis (2021):** Cathy reported that the bookmobile parking will be a huge expense and may double. The cost is about \$6000 to park them, and if it goes up, \$9000. The hotel suggested that we add on to the room rates to pay for parking. If we did this it would be \$10 more per room. It was suggested that vendors pay for parking, but with unstable rates that wouldn't work well. There are many positives for this hotel, such as being close to the St. Louis Arch and downtown with restaurants, shopping, and things to do.

There is also no AV Package in the contract with this hotel. As with the Scott Hotel, we will put out a bid for the AV pkg closer to the conference.

Zach motioned to sign the St. Louis contract with the Hilton at the Ballpark. Katrina seconded. Motion carried.

Susan said the contract will be revised prior to signing to include a \$10 rebate.

## **Committees**

**Advocacy:** Kim reported that the committee talked with John from EveryLibrary. He had good suggestions on sharing outreach and bookmobile stories. We may work with the newsletter group to get the stories out. The committee is starting to think about next year's National Bookmobile Day.

**Awards:** Cathy reported the committee has received 2 John Philip and 11 Carol Hole applications, 10 of which are first-timers. They haven't received any Vavrek applications yet, but there is some interest. The deadline to apply is at the end of July.

**BOIR:** Michael reported that BOIR pulled from their ALA fund and received a \$1000 donation from PLA. The committee decided that they'd like to move forward with Iron Moose Developer. The committee looked at other developers, too, but this one won out. Their quote is \$4000-6000, depending on time spent and what the time is spent on. Cathy moved that the BOIR project move forward with Iron Moose Developers. Zach seconded. Motion carried.

**Bylaws:** Tina would like the board to mull over for future discussion some things that will need to be addressed, such as adding in the ex officio position, clarifying terms and limits, making Article 7 a policy, not a procedure. Article 3 (Membership and Dues) needs to be reviewed and broken down. For example, clarification on what is a member in good standing and who can run for office. We need to add BOIR as a committee, as well.

**Marketing:** Lori reported that the call for articles for the July issue of Out and About went out. No responses yet. In June, Lori will send out a list of potential merchandise to the board, as well as the final t-shirt design and shirt color. Survey responses about merchandise have been taken into consideration.

Katrina asked if having membership swag is possible. The Marketing committee will discuss where it would be stored and how it would work. Who does the shipping, etc?

**Membership:** Katrina reported that the committee discussed offering different membership levels. They came up with Student, Institutional, Friends of ABOS, and those in the profession. A vendor level was suggested, but they didn't arrive at a consensus.

**Technology:** Brock reported that the committee has been updating things for the conference. Google Analytics is now running and shows that our website was accessed 1100 times in the

last month. The most popular pages were the conference page and the newsletter. Cathy thanked Brock and the Tech committee for all their help with vendors, awards, and more.

### **Old Business**

Be sure to check your ABOS email often due to upcoming deadlines. Make sure to “reply all”.

### **Upcoming Conferences:**

- ALA Annual in Washington, DC, June 20-25. Tina and Cathy will present a poster session and a conference presentation. They will also represent ABOS at the ODLOS meeting, a Spectrum Scholarship event, and at a Coretta Scott King event. Still no word on the bookmobile parade.
- ARSL in Burlington, VT, Sept. 4-7. Susan and Rose will represent ABOS.
- ABOS Annual Conference in Omaha, NE, Oct. 23-25.
- PLA Conference in Nashville, TN, Feb. 25-29, 2020.

### **New Business**

Since Tina, Cathy, and Kim will be attending ALA next month during our regular meeting time, do we want to shift the meeting to June 14 or 28? The board decided to meet on June 21, as originally planned. Tina, Cathy, and Kim will most likely not be available for the meeting.

Susan motioned to adjourn the meeting at 4:33 p.m. Central Time.