



December 20, 2019, ABOS Board Meeting minutes

Susan called the meeting to order at 2:04 p.m. Central Time.

In attendance: Susan Parkins, Cathy Zimmerman, David Kelsey, Lori Berezovsky, Tina Williams, Wendy Ramsey, Zach Roberts, Michael Swendrowski, Brock Hutchison and incoming 2020 board members: Brooke Bahnsen, Kevin Kammeraad, Liana Morales and Robin Rousu.

Absent: Kim McNeil-Capers, Katrina Ford, and Rose Huling

Secretary Minutes

The November 15, 2019 Board Minutes have been distributed to all board members and reviewed. David moved to accept the September Minutes as written. Brock seconded. Motion carried. Susan acknowledged Lori for her secretarial duties and support.

Treasurer's Report

David reported that all binders and passwords have been passed on to Brooke Bahnsen, the 2020 Treasurer. Finance levels have been doubled over the past two years, which is a great legacy to pass on to future boards. David thanked Brooke for her mentorship during his time as Treasurer. Susan thanked David for keeping our finances straight, tracking all the details and communicating with Amigos.

President's Report

Susan welcomed the new 2020 board members: Treasurer Brooke Bahnsen, and Board Members-at-large Kevin Kammeraad, Liana Morales, and Robin Rousu. Susan reminded all of us to send her any updated contact information, such as cell number, library name and address, etc.

Elections went well this year. Rose did a great job getting all of that taken care of. Around 200 members voted. Rose's reminders really helped with participation numbers. Overall, it was a successful election.

ODLOS is offering complimentary continuing education webinars to their affiliates, of which ABOS is one. Cathy and Susan will do a presentation for this. A new Continuing Education committee will be formed this year.

Committees

BOIR: Michael reported that there was a lot of progress made in the last month. They raised \$515.00 through social media last month. The National Library of Medicine is a new potential sponsor. Input page updates were launched to allow for unlimited contacts and vehicles. There is a glitch on the website right now, but it is being worked on and should be corrected soon. The

committee is looking at suitable search engines for BOIR. Zach may have templates for copyright wording. Susan thanked Michael for his diligence with BOIR.

Bylaws: Susan said that Tina came up with a rough draft for proceeding with bylaw updates, and we'll continue that work in 2020. Susan thanked Tina for her work with the Bylaws committee.

Conference: Susan will upload committee sign-up sheets from the conference and will put them in the appropriate committee folder in Drive. We are behind on the post-conference survey. The board agreed that at this point the survey we send out will be more general. The session evaluations will be done at the conference. The timeframe to have the survey results tallied will be by the end of January. The executive board will put the survey together. Cathy has been working on the 2020 conference. She's been in touch with the Convention and Visitors Bureau and they are working with a company that does fun event planning for Networking Nite. A site visit will be set up early in the year. General Truck Body, a company out of Houston, will be a new vendor this year. They make custom vehicles and have provided Texas with most of their specialty vehicles. Cathy has also been in touch with local authors, looking for potential speakers.

Long Range Planning: Susan reported that things have slowed down since Shonna sent us the Florida site to review. We rejected the site for multiple reasons, and rejected a Cincinnati site that had no parking lot and was asking \$50,000 for food and beverages. David congratulated Susan on leaving the legacy of having future conference sites booked. It will positively affect future boards.

Marketing: Lori reported that starting with the Jan. 2020 issue of Out & About, Marketing committee member Liana Morales will be the editor. Liana said that she's in the process of setting up the January issue. Rick Medrano is interested in doing a column for Out & About. Editing of the newsletter will take place soon, with newsletter publication taking place in January.

Membership: Katrina emailed her committee report saying she met with Cathy and Susan recently to discuss lapsed members. Cathy explained that the committee will create a survey for lapsed members to discover why they don't renew their membership. We'll begin to see the Spectrum Scholars joining ABOS soon. The committee will be involved with the membership brochure update, too.

Technology: Brock had a busy year with a new baby and a new job as a library director, and as such, most likely will not be able to attend ABOS conferences in the future. Brock thanked Rose and Tina for handling technology needs at the conference. Tina added that Brock and Rose made huge improvements on how things are done with technology.

New Business

There are a lot of organizations that are interested in partnering with us, such as the 2020 Census, IRS (tax assistance for lower income people), and the National Academy of Medicine.

Susan told the new board members about Google and Gmail, and where to find the how-to videos and docs. She reminded current committee chairs to be sure to upload any pertinent documents to the shared folder by Dec. 31, 2019. Clean up email by putting important emails from 2019 in a folder and start fresh with 2020.

Cathy and Rose will try to get the new board members their Gmail accounts by the second week in January.

Uberconference information how-tos will be sent out soon.

Brock, Michael, and Kim are ending their terms. Susan thanked them for their work this past year.

2020 board meeting time: we all agreed to keep the current meeting time on the third Friday of each month at 2:00 p.m. Central Time. Mark your calendars!

2020 Conferences

ALA Midwinter, Jan. 24-29 in Philadelphia, PA. Cathy will attend the conference. She said that Midwinter is meeting-based and ABOS has been invited to several. When she's not in meetings she'll be on the exhibit floor schmoozing with vendors to find a way to get them involved with our 15th anniversary conference in Dallas, 2020. Susan thanked Cathy for her and the Vendor Committee's work this year. Vendor support was up quite a bit this year.

PLA, Feb. 25-29 in Nashville, TN. Susan said it isn't cost effective to send someone to PLA this year. Zach will be attending through his library.

ALA Annual, June 25-30 in Chicago, IL. Cathy and Susan will be doing a presentation as well as a poster session. For News You Can Use Cathy and Michael will highlight BOIR.

ARSL (Association of Rural and Small Libraries), Sept. 30-Oct. 3 in Wichita, KS. Lori will attend. ABOS was formed along with ARSL, and then split. We've had some communication issues with them, and aren't sure if they will offer us a complimentary conference fee. Robin mentioned that she knows some of the people in charge at ARSL and if we need help making contact to let her know.

ABOS, Oct. 14-16 in Dallas, TX.

2020 Committee Assignments

Robin will chair Long Range Planning

Liana will chair Advocacy

Kevin will chair Technology

Michael will continue to chair the BOIR committee, with board approval.

David will chair Awards

Katrina will continue as Membership chair
Lori will continue chairing Marketing
Wendy will chair Bylaws and Susan will help with Bylaws
Susan will chair Continuing Education

Susan thanked the board for a wonderful year. The executive board was a great support. Susan officially turned the presidency over to Cathy.

Cathy thanked Susan for accomplishing all of the goals she had set out to achieve.

The meeting was adjourned at 3:29 p.m.

The next board meeting will be January 17, 2020, at 2:00 p.m. Central Time.