

Association of Bookmobile and Outreach Services
Regular Meeting of the Board
Friday, June 16, 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:

Lori Berezovsky, Past President
Karen Bradley, Treasurer
Jenn Koetz, Vice President
Stephanie Mayeux, Secretary
Brittany Peacock, President
Cathy Zimmerman, Executive Director

Danielle Carlton
Kim Jones
Wayne Keith
Marcia Siehr
Kassy Trejo

Those absent: Brooke Bahnsen (excused)

Call to order

- Meeting called to order by Peacock at 2:02 pm CST.
- Motion by Koetz to approve minutes of the ABOS Regular Meeting of the Board on Friday, May 19, 2023. Seconded by Carlton. Motion carries.

President's Report

- Given by Peacock.
- Motion by Trejo to accept the 16% price increase and renew our contract with Constant Contact. Seconded by Jones. Motion carries.

Executive Director's Report

- Given by Zimmerman.
- Motion by Koetz to purchase a subscription to DocuSign for \$336. Seconded by Berezovsky. Motion carries.

New Business

- Given by Koetz.
- Motion by Jones to approve sending an ABOS representative to the 2023 Indiana Library Federation Annual Conference. Seconded by Trejo. Motion carries.

Committee Reports

- Awards Committee Report given by Trejo.
- BOIR Committee Report given by Zimmerman.

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

Unfinished Business

- Given by Koetz.

Motion to adjourn by Berezovsky. Seconded by Bradley. Meeting adjourned at 3:42 pm CST.

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

**ABOS Board Meeting
Meeting Agenda**



June 16, 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
 - Board Member Resignation Updates
 - Terms Update
 - ALA Conference Updates
 - Constant Contact Price increase 16%
 - Conference Planning

- Exec Director report
 - Docusign Board Vote Needed
 - Bylaws Conundrum
 - National Neighbor Day - Sept 28th
 - BOIR Update
 - Conference Schedule
 - Long-Range Planning
 - 2028
 - 2029

- New Business
 - Google Chat Feature
 - New Amigos Contact
 - ARSL Attendance

- Conference
 - Registrations
 - Updates from Hershey
 - Hotel Reservations - use direct link
 - 2024 - Hotel rooms - Jenn
- ILF conference
 - Send 1 person
 - Nov 12-15
 - Cost
 - \$375 Exhibit table
 - \$275 Registration - we do not know if meals are included
 - \$134/night x 2 (plus taxes)Hotel
 - Travel
- Stephanie/Communications - Oversaturation in Constant Contact and listserv
 - Business Address on all Constant Contacts - Jenn
- Committee Reports
 - Awards
 - BOIR
 - Communications
 - Conference Planning
 - Continuing Education
 - Finance
 - Long Range
 - Membership
 - Nominations
 - Technology
- Old Business
 - Monthly Celebrations
 - June 11-17 - Membership Week
 - July 16-22 - Senior Services Week
 - August 6-12 - Book Bike Week
 - September 17-23 - Student Week
 - October 9-11 - CONFERENCE
 - November 12-18 - StoryWalk Week
- Next Board Meeting
 - Friday, July 21st same time same place
- Motion to end the meeting

Awards Committee Report

June 14, 2023

Prepared by: Kim Jones, Awards Committee Co-Chair



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

Absent were: Laura Antolin, and Amytha Willard

1. Kim went over the time frame for all submission to be in by July 28, 2023, then the next step for selection of winners
2. Kim and Kassy explained that we need to pick one winner for each award except Carol Hole and we need 5 and we need an alternate person picked for each in case anyone should deny the award, Let the committee know that once all the submissions are in and after the deadline we will be sending them the candidates for them to make their selection.
3. Discussed that Kim and Kassy are getting the frame, certificates and certificate holders ready for when winners are selected.
4. Question was asked if a current awards committee person can apply for an award? If so, how does that work for selecting that award? Kim said she would ask at the next board meeting?
5. Question asked if you have applied and won an award can you apply again either for the same or another award. Kassy said she feels you can just not to same award in a certain time frame, Kim will ask at the Board meeting to verify.
6. Kim is going to ask at the board meeting about ideas on generating more applicants and we have only gotten for Bernard Vaverk and Carol Hole.
7. Let committee members know we will not be having the July awards melting due to the busy Summer reading club and programs, and we have to wait for the deadline for applicant submissions to move forward.

Next meeting: August 9, 2023 @ 1:30 Central time.

Communications Committee Report

June 16, 2023

Prepared by Danielle Carlton & Stephanie Mayeux



May 2023 Communications Committee Meeting

We had 4 members participate in this month's meeting. Main items for discussion included membership month promotions and the social media schedule.

Social Media Team

We rolled out the following social media campaigns:

- May - Youth Services Week
- June - Membership Month Special
- Most popular post on Instagram and Facebook was the countdown to conference post (21 interactions on Facebook, 32 on Instagram).

Newsletter Team

- May- Opened submissions for July 2023 *Out & About*, posted April 2023 *Out & About*, and opened submissions for Membership Moments and Senior Services Week
- June - Divided articles up amongst Newsletter Team, sent email blasts about Senior Services and Membership month.

Scheduled for June & July

- Conference SWAG and ribbons are getting ordered.
- Social media team will continue celebrating Membership Week in June and begin scheduling Senior Services Week posts for July. Book Bike call for submissions will go out.
- Newsletter team will send out their second newsletter mid-July.
- Next committee meeting is scheduled for Friday, July 14, 2023

Technology Committee Report

June 9, 2023

Prepared by: Kassy Trejo, Technology Committee Chair

Present: [Chris Eckstadt](#)



1. Store - link the photo to the website. People are clicking on the hoodie and nothing happens.
2. Bylaws - some of the wording seems like different colors
 - a. Article 12
 - b. Article 6 - 4
3. Make the listserv more exciting/enticing - explain what the listserv is, connecting to people,
4. Connect - how to connect with ABOS. Reaching out to ABOS.
5. Future dates - maybe link the city, touring, chamber of commerce, places to see/eat, visit our town, information about the town. What airport do you travel to.
6. Create a spreadsheet as to who will be going, when, and when they are leaving - so we can start working on the tech check during the conference.

Next meeting: July 14, 2023