

Association of Bookmobile and Outreach Services
Regular Meeting of the Board
Friday, September 15, 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:

Brooke Bahnsen, Past Treasurer
Lori Berezovsky, Past President
Karen Bradley, Treasurer (left after Call to Order, returned after 2024 Nominations)
Jenn Koetz, Vice President
Brittany Peacock, President
Cathy Zimmerman, Executive Director

Danielle Carlton
Kim Jones
Wayne Keith
Kassy Trejo

Those absent: Stephanie Mayeux (excused), Marcia Siehr (unexcused)

Call to Order

- Meeting called to order by Peacock at 2:02 pm CST.
- Motion by Berezovsky to approve minutes of the ABOS Regular Meeting of the Board on Friday, August 18, 2023. Seconded by Bradley. Motion carries.

President's Report

- Given by Peacock.
- Motion by Keith to approve spending \$1,426 on 430 conference booklets from Davenport Printing Company. Seconded by Trejo. Motion carries.

2024 Nominations

- Given by Berezovsky.

Committee Reports

- Awards Committee Report given by Trejo.
- Conference Planning Committee Report given by Peacock.
- Finance Committee Report given by Bradley.
- Technology Committee Report given by Trejo.

Motion by Keith to adjourn. Seconded by Jones. Meeting adjourned at 3:22 pm CST.

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

**ABOS Board Meeting
Meeting Agenda**



September 15, 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
 - Last Meeting Before Conference - Questions, Concerns
 - Author Update
 - Payment - can do one check
 - Arrival/Departure 5:30 pm Monday/12:30 pm Wednesday
 - Handler
 - Board Duties Document
 - Ipads for Registration & Vehicle Map
 - Conference Booklet

- Conference
 - Whova - Cathy
 - Recordings
 - Documents overage
 - Does this include "Share an article" on Community boards?
 - No
 - Exec comm voted to go to next level = 30 total = \$1000
 - This has been done
 - Attendee upload
 - Letter to all attendees re: download app/LIVE date
 - GO LIVE date - Sept 25

- Will need to manually update final virtual registrations
 - Agenda
 - Vendors - Cathy
 - Whova booths being set up
 - Need to send complete attendee list ASAP
 - Presenters - Cathy, Karen, Jenn
 - All done with 1 exception
 - Need to send final instructions - Send out Monday, 9/25
 - Need to bring laptop
 - Mandatory tech check on Sunday
 - Speaker profile
 - Whova download
 - Bring dongle or other cords (other than HDMI)
 - Presentation on a backup thumb drive
 - Finances - Karen & Brooke
 - BOE
 - Conference booklet costs
 - Virtual Registration
 - Deadline - September 29
 - Name badges - Jenn
 - Visual display
 - Pre Registration for sessions
 - Not feasible for 2023
 - Will look at for 2024
 - Vehicles - Marcia
- 2024 Nominations - Lori
- Committee Reports 1-2 minute updates
 - Awards -
 - BOIR - nothing new
 - Communications
 - Conference Planning
 - Continuing Education
 - Finance
 - Long Range
 - Membership
 - Nominations
 - Technology
- Motion to end the meeting

Communications Committee Report
September 15, 2023

Prepared by Danielle Carlton & Stephanie Mayeux



September 2023 Communications Committee Meeting

We had five people attend this month's meeting. Main items covered included conference updates, celebration weeks, and promotion priorities.

Social Media Team

We rolled out the following social media campaigns:

- August- ALA Graphics Store, conference registration, BOIR survey, Book Bike Week
- September- conference hype, virtual registration extension
- Most popular post on Facebook was August 27 - a conference registration post
- Most popular post on Instagram was August 25 - a conference registration post

The social media team created the following in August and September:

- August - 78 social media posts; up from 17 in 2022
- September - 41 social media posts; up from 19 in 2022
- Total post count 119
- Engagement on Instagram has increased by 69.5% in August 2023 compared to July 2023.

Scheduled for September & October

- We hope to hold our next committee meeting in Hershey, PA during the conference.