



August 21, 2020, ABOS Board Minutes

Recorded by Lori Berezovsky, ABOS Secretary

The meeting was called to order at 2:04 p.m. Central Time.

In attendance: Cathy Zimmerman, David Kelsey, Lori Berezovsky, Brooke Bahnsen, Susan Parkins, Wendy Ramsey, Robin Rousu, Zach Roberts, Karen Bradley, Liana Morales, and Rose Huling.

Absent: Katrina Ford

Secretary Minutes

There were no corrections concerning the minutes from the July 17, 2020 board meeting. Lori Berezovsky motioned to accept the minutes as written. David Kelsey seconded. Motion carried. The minutes will be posted to the website and moved to the shared folder.

Treasurer's Report

Brooke Bahnsen reported that she sent out the Treasurer's report. There was a large donation to BOIR in July. Financially, we are doing well and have enough to put on the virtual conference and provide awards.

President's Report

Cathy Zimmerman said that Summit Bodyworks is donating 250 t-shirts to go to the first 250 registrants. It was important to Cathy that the board have a shirt, too. The Executive Committee approved paying for 12 shirts.

Cathy met with the CEO of Little Free Library and the president of their board. They really want to develop a partnership with ABOS. After the conference we'll have a Little Free Library week much like Book Bike Week; David will coordinate this. Greig Metzger, CEO, will be a speaker at the conference. He and the board president have both asked to be on the ABOS listserv and the board president plans to become an ABOS member.

There are 52 days until the conference! Cathy reminded the board that we should all find a quiet, well lit, secure place to work the virtual conference. Find that place now so we aren't scrambling at the last minute.

Book Bike Week was successful; over 60 libraries were featured. Brodart featured ABOS in their newsletter. We'll offer four book bike presentations at our conference this year which is new for us.

Old Business

Technology Team: Susan Parkins said that the Whova app has a competition between conference organizers based on how many things are added or uploaded to the app. We are currently at the Manatee level and aspire to reach Shark level. We will begin uploading our attendees now. The Tech Team will work to get everyone comfortable with Whova before it's released to attendees. The survey for presenters went out and 47% say this will be their first time doing a presentation, but all of them have used Zoom.

Brook Bahnsen and Susan have purchased a Zoom business account which gives up 10 hosts.

Zach Roberts will spearhead uploading virtual bookmobile tours.

Cathy said that we can start sending reminders to people to download the Whova app and start playing with it.

There is a Whova widget that the Whova people want us to add to our website. After discussion the board agreed that we don't want to advertise Whova on our website. If it were a tool that attendees could use to download the app or if they had given us a deep discount, that would be a different story.

The plan is to have as much information as possible uploaded into Whova so that we can go ahead and publish it, making it available to the board and tech committee in advance so they have time to become familiar with the app. The timeline is for Whova to go live on Sept. 14th for board then live to attendees on Sept. 28th.

Conference

Vendors: Cathy reported that she's still waiting for a commitment from one vendor. If she doesn't hear from them by Monday, she's cutting them loose. Baker & Taylor have committed to the Exhibitor level this year. Fliers and items to fill the books-by-mail bags have started arriving at Cathy's house.

Vendors at the Gold+ level will get a second spot (one as an Exhibitor and one as a Sponsor) in the Whova App. This will give them more exposure. Other vendors will get the Exhibitor spot.

The Conference Planning Committee met last week. They are working on the virtual cocktail party. The Best Pop-Up Library contest will run throughout the conference. The Pin It app has been purchased so attendees can pin their location (worldwide) and upload photos of their libraries.

All board members in attendance confirmed that they would all be attending the virtual conference and would be available to make sure the conference runs smoothly.

Presentations: David and Karen Bradley have been working on this. All presenters have confirmed. We have 10 time slots for programs.

Awards: David reported that all award winners have been notified. On September 1 they will be announced. David will send headshots to Liana Morales and Lori for the October newsletter which will highlight award winners and the conference. The newsletter will be published by the end of October.

Registration: David reports that we have 135 paid registrations in 4 ½ days. His goal is to reach 1000 registrants.

Committee Reports

Advocacy: Liana said the committee sent reminders about the conference to all state libraries. Their next meeting will be in September.

BOIR: Cathy reported that the committee met Thursday. They are working with the National Library of Medicine to discuss a partnership, which would mean adding new data points to BOIR. The committee is working on how to roll out the BOIR project at the conference. They are starting to write a grant and are looking for people with grant writing experience.

Bylaws: Wendy Ramsey reported that the revised bylaws are posted on the website. Voting will be held September 1- October 5 which gives the membership plenty of time to vote.

Continuing Education: Susan Parkins said the committee is currently focused on training videos for presenters on Whova and Zoom. We will use Zoom for our committee meetings, which allows for more options and multiple meetings at one time. The board will practice with Zoom before the conference.

Long-Range Planning: Robin Rousu reported that planning is in a holding pattern while we wait for conference sites and hotels to stabilize.

Technology: Robin said the committee met July 30 with 9 members in attendance. They are focused on the conference and supporting our presenters technologically. They have been gathering best practices from other virtual conferences and are assembling training resources. To help them plan presenter support and training, Rose Huling, Zach Roberts, and Tina Williams conducted a survey of our presenters to determine their needs. 47% of our presenters will present for the first time at our conference. All of them have used Zoom as a participant. Their next meeting will be August 26 when they will look at the presenter survey results.

Marketing: Lori Berezovsky reported no new merchandise will be purchased this year. Instead, we'll sell two leftover t-shirts and water bottles and ship them. Smaller leftover items such as stylus pens, earbuds, and car magnets will be added to the 250 bags that we'll mail to attendees. Next year we'll start fresh with new merchandise.

Nominations: Susan Parkins reported that the nominations campaign will be going out soon on the listserv and facebook. Let Susan know if you'd like to help with the committee, but only if you aren't planning on running for office.

Reminders

Cathy will be on vacation August 21-31. If you can't contact Cathy in an emergency, please contact David or Susan. Cathy will be in an iffy location for wifi and cell service.

- Check your ABOS email daily--things will be developing and happening fast from this point forward.

- Please use your ABOS email for official business.
- Please cc: Cathy and David on all committee correspondence and meeting times.

2020 Conferences

ARSL Virtual, Sept. 28- Oct. 3 in Wichita, KS. Lori and Susan will attend. (Dates have been extended for the virtual conference)

ABOS Virtual, Oct. 13-16

Liana motioned that the meeting be adjourned. Zach seconded. Motion carried. The meeting was adjourned at 3:25 p.m. Central Time.

Next meeting will be Friday, Sept 18 2PM CDT