

# Florida Library Association Board Meeting

## Minutes

October 13, 2017

### **BOARD MEMBERS PRESENT:**

(VM=Voting Member)

#### FLA Staff:

Dawn Pollock, Interim Executive Director  
Karen Layton, FLA Administrative Assistant

#### Voting Members:

Robin Shader, President (VM)  
Sarah Hammill, Vice President, President-elect (VM)  
Tina Neville, Secretary (VM)  
Donna Vazquez, Treasurer (VM)  
Elana Karshmer, Past President, ALA Councilor (VM)  
Jorge Perez, Region 1 Director (VM)  
Anne Marie Casey, Region 3 Director (VM)  
Phyllis Gorshe, Region 4 Director (VM)  
Shaney Livingston, Region 5 Director (VM)  
Renaë Rountree, Region 6 Director (VM)

#### Non-voting Members:

Laura Spears, Advocacy and Legislative Committee Chair  
Amelia Anderson, Planning Committee Chair

### **BOARD MEMBERS ABSENT:**

#### Voting Members:

Ava Ehde, Region 2 Director (VM)

#### Non-voting Members:

JungWon Yoon, USF Representative  
Leila Gibradze, FSU Representative  
Amy Johnson, State Librarian  
Kayla Maurer, Board Intern  
Leah Plocharczyk, Board Fellow  
Bernadette Storck, Parliamentarian

**VISITORS:** none

### **1. Quorum and Agenda Review**

- A. Call to order: The meeting was called to order by President Robin Shader at 9:32 a.m.
- B. Establishment of quorum: Secretary Tina Neville confirmed that we have a quorum.

### **2. President's remarks**

- Robin thanks everyone for all the work being done.

### **3. Consent Agenda**

#### **A. Minutes of July 14, 2017 FLA Board Meeting and August 30, 2017 FLA Board Meeting**

Sara Hammill moved to accept the minutes, Anne Casey seconded. No discussion. Motion passed unanimously.

### **4. Treasurer's report (Donna Vazquez)**

#### **A. Profit and Loss/Budget v Actual**

From the August 31, 2017 statement: \$331,920 budgeted for income, brought in \$297,893.59. Conference expenses came in over the budget, but many of the other expenses were a good bit lower than budgeted. Bottom line, as of August 31, we are \$34,169.08 ahead of the budget.

#### **B. Balance Sheet**

Essentially no change on the balance sheet which stands at \$398,070.87 (August 31, 2017).

#### **C. Bank Cyber Security**

Dawn spoke with several banking experts. Unlike with personal accounts, business accounts only have 24 hours (including weekends) to report any suspicious behavior. Either someone needs to check the accounts every day or we can pay \$35 per month for the bank to keep track of the accounts on a daily basis. This creates a vulnerability in spite of all of the balance checks to separate functions that the staff normally employs with our finances. Non-profit status doesn't matter. We could consider an annuity that protects the principal. At this point, this is an FYI for the board. Dawn will continue to look for additional information on how to handle this and welcomes additional suggestions. In the meantime, the accounts will be checked each day until we find a permanent solution. However, having one staff person check it is not good accounting practice on a long-term basis.

### **5. Executive Director's report**

- Member renewal and recruitment are well underway.
- Days in the District guide and toolkit are on the web site. Platform is complete. Creating a list of speaking opportunities at MLCs. Have a flyer available to hand out. Well on the way to having advocacy underway year-round.
- Certification committee is working hard. Will have a break-out session at the conference.
- Conference Committee will be asking the Board members to make vendor calls to help out the committee. Each Board member (voting and non-voting) will be asked to make about 12 calls.
- 2019 site selection: Jeanice is working on the bid. It is a seller's market right now. As a 600 person conference we are considered quite small which limits some options. She will be presenting the options soon. We may be able to partner with another group to have a joint conference. There are a lot of conferences in October. Sarah commented that a fall conference might lose academic librarians.
- Lots of donations to the Irma fund. Working on a process to match funds to the needs.
- Maria is planning to add advertisements to the journal. This has been done in the past.
- Dawn distributed the results of a survey of Friends groups.

### **6. Business (New/Old)**

#### **A. Advocacy and Legislative Update/Sub-Committees (Laura)**

Draft of the Days in the District has received good response. The legislative platform has been created. The Committee has added active language that is both challenging and sensible. They are targeting language to specific legislators and being quite aggressive on the State Aid to Libraries request. They will also be pushing for public library construction. They will need to know who has put in for construction so that the committee can help them advocate for funds. The Committee will also be more aggressive this year advocating for funding for academic libraries. Please send any comments about the platform to Laura.

The vote to accept the platform was unanimously approved.

A.1 The A&L Committee recommends that FLA take no action during the 2018 Legislative Session to initiate a review or amendment to Chapter 257.261F.S. which only allows parental access when payment of fees occurs. The decision was based on some information from the Intellectual Freedom Committee that the statute as written does support our bill or rights and values. In addition, we have been told that this isn't a good time to pursue changes on this. No objections to the recommendation of no action were brought forth.

A.2 Kathleen McCook recently noted a proposal by the Dept of Homeland Security relating to possible changes to privacy. This proposal is not getting a lot of media attention but poses a lot of loopholes on how social media identifying information could be gathered relating to aliens. The proposal is very vague and raises a lot of questions. The comment period ends on October 18, 2017. Laura asks if the Board wants to pursue a response or at least notification of the membership about the issue. Robin will check with the ALA Office to see if they are planning a response. Brian Cooper and the Intellectual Freedom Committee is also watching this and may be willing to draft a statement for review. There is a lawsuit challenging it. Robin will get with Laura later today after she talks to ALA.

#### B. Slate for Election (Elana Karshmer)

Proposed Slate:

VP/Pres Elect  
Eric Head  
Doug Crane

Treasurer:  
Donna Vazquez  
Brian Smith

Region 2 Director  
Alyse McKeal  
Matt Selby

Region 5 Director  
Heather Sostrom  
April Hines

Region 7 Director  
Danielle Daguerra  
Renaine Julian

Elana was pleased with the enthusiasm that they encountered by the nominees and feels that it is a good representation of the membership.

The vote to approve the proposed slate passed unanimously.

After the 10 day nomination by petition passes Karen will add the slate to the website. Voting starts in early November.

C. Board Help Needed w/Vendor & Sponsor Calls

See above. Karen said the subcommittee will assign 12 vendors to each Board member and will provide a script. The calls will take place in early December.

D. Allocating Irma Donations (Karen Layton/Dawn Pollock)

We have received amazing support from all over the US. Current fund is almost \$7500. In addition, a Rotary group in Pennsylvania has offered to lease a used bookmobile including books. Still gathering data on needs. Dawn created a simple questionnaire to send out to those affected by Irma. When completed the Board will vote on who gets how much in funding. This process could be done by a future conference call or via email. The Board agreed that Dawn should go forth with the form and the process. She will ask for responses by October 24. They will make extra efforts to get in touch with representatives from all libraries including those that are still closed.

E. Membership Report – Renew/Recruit Status (Dawn Pollock)

Dawn discussed the documents distributed illustrating the membership composition by type and the listing of shared memberships with FLA/ALA. This area is growing. ALA is doing a great job in recruiting new people and we need to work to keep them engaged.

F. Committee Reports w/Actions or Read-Only w/out

Considered in other areas of the agenda

G. Business Member Dues Increase

Dawn presented the proposed changes to the business members' dues. Our dues and booth prices are very low compared to others. The FLA Staff has already notified current business members that they can renew for the same price by November 1. After that prices will increase. Some of the new benefits will be non-secure Wi-Fi, lunch, one conference registration at the member rate and a discounted ad in the journal.

Karen said that the conference committee recommended some different figures for the booth pricing. The Conference Committee voted on this at their onsite meeting and Jeanice was present. Their recommended pricing:

\$725 - \$740 Early

\$800 - \$815 Normal rate single booth

\$1450 - \$1450 Normal rate double booth

Sarah Moved to accept the business members' dues changes. Anne Marie Casey seconded. No additional discussion. Passed unanimously.

Tina mentioned the recommendation of the Awards Committee to discontinue the Best Booth award—they feel there is not enough benefit for amount of time and coordination it takes (see below).

## **7. Committee Reports**

### **A. Awards Committee (Eliminate Booth Award) (Tina Neville)**

At their September meeting, the Committee voted to recommend discontinuing the Best Booth Award.

The vote to approve the recommendation to eliminate the Booth Award passed unanimously.

In other news, Stacie Larson has agreed to serve as our Vice-Chair for the Awards Committee.

### **B. Continuing Education Committee (Ava Ehde) not present, no report**

### **C. Public Library Standards (Phyllis Gorshe)**

They are reaching out to TBLC for video presentation, and they are going to be at the Library Directors Meeting next week with checklist of standards. The committee is also working with an ad hoc committee on certification protocol/guidelines ideas.

### **D. Fundraising Committee (Donna Vasquez)**

The Fundraising Committee would like the Board to review and approve their proposal for legacy fundraising. Dawn noted that using the 990 short form is not a problem. FLA uses the long form.

The vote to approve the proposal on legacy fundraising passed unanimously.

### **E. Intellectual Freedom Committee (Robin reporting)**

Dixie County schools put out a directive about the use of books and textbooks. Robin sent out a response for FLA. There have been meetings about it and they are waiting to hear where it will go from here. Additional information is available in the Google Drive.

### **F. Leadership Development Committee (Ann Marie Casey)**

The Committee is working on a mentoring program. They will be notifying applicants of decisions today. They are also discussing a regional meet-up. NEFLIN was interested in partnering on a pilot regional meet-up which may be a guest speaker at a restaurant. Karen commented that a bigger venue may be needed. Sarah asked if we get a percentage of the profits at the meet-up. Ann Marie will ask. The Vice Chair of the committee resigned and Rebecca Durney has agreed to step up as the new Vice Chair.

### **G. Advocacy and Legislative Committee (Sarah Hammill and Laura Spears)**

No additional information

H. HR Committee (Sarah Hammill)

Committee will be meeting in late October or early November to review the job description and get it ready to post.

I. Library Career Development (Shaney Livingston) Not present. No report.

J. Marketing Committee (Ava Ehde) Not present. Dawn and Robin commented that the committee is posting information on FLA social media sites and has been very active.

K. Membership Committee and Data (Shaney Livingston) Not present. See the Google Drive for the report.

L. Nominating Committee (Elana Karshmer)

See above

M. Planning Committee (Amelia Anderson)

Everyone is getting used to the new structure. Meetings are helping to promote collaboration between committees.

N. Scholarship Committee (Jorge Perez)

Scholarships, including the new scholarship honoring Debbie Robinson, are being marketed on the FLA website, social media, and student outlets.

**8. Other reports:**

A. ALA Councilor (Elana Karshmer) no report

B. State Library (Amy Johnson State Librarian) no report

**9. Announcements**

The next meeting is scheduled for Friday, November 10 which is a holiday. Robin will send out an email with information about when the next meeting will be held.

**10. Member Comments** none

**11. Adjourn**

The meeting was adjourned at 10:51 a.m. Sarah Hammill moved to adjourn, Tina Neville seconded. Motion passed.