

Florida Library Association Board Meeting

Minutes

June 15, 2018

BOARD MEMBERS PRESENT:

(VM=Voting Member)

FLA Staff:

Lisa O'Donnell, Executive Director

Karen Layton, Membership/Events Manager

Voting Members:

Sarah J. Hammill, President (VM)

Eric Head, Vice President, President Elect (VM)

Tina Neville, Secretary (VM)

Robin Shader, Past President (VM)

Matt Selby, Region 2 Director (VM)

Anne Marie Casey, Region 3 Director (VM)

Heather Sostrom, Region 5 Director (VM)

Renaine Julian, Region 6 Director (VM)

Sara Gonzalez, ALA Councilor (VM)

Non-voting Members:

JungWon Yoon, USF Representative

Doug Crane, Florida Civic Advancement representative

Robert Stuart, Gray-Robinson

BOARD MEMBERS ABSENT:

Voting Members:

Donna Vazquez, Treasurer (VM)

Jorge Perez, Region 1 Director (VM)

Phyllis Gorshe, Region 4 Director (VM)

Non-voting Members:

Laura Spears, Advocacy and Legislative Committee Chair

Matthew David, Planning Committee Chair

Leila Gibradze, FSU Representative

Visitors:

1. Quorum and Agenda Review

A. Call to order: The meeting was called to order by President Sarah Hammill at 11:03 a.m.

B. Establishment of quorum: Secretary Tina Neville confirmed that a quorum was present at that time.

C. Introductions

2. President's remarks

- Sarah is finishing committee appointments encourages colleagues to volunteer. There are still a lot of opportunities.
- Please be sure to call Senator Rubio to support funding for LSTA. Thanks to Lisa for helping with the letter.
- She completed her first Instagram story and plans to do more in the future.
- In July there is a meeting scheduled but Sarah won't be available. If there is no business we will cancel, otherwise, Eric will run the meeting.
- A Regional Directors report will now be a standard part of the board meeting agenda.

3. Consent Agenda

A. Minutes of the May 25, 2018 FLA Board Meeting

Robin Shader moved to accept the minutes of the May 25th meeting. Renaine Julian seconded. No discussion. Motion passed unanimously.

4. Treasurer's report (Lisa O'Donnell for Donna Vazquez)

- Lisa displayed the balance sheet and the profit loss statements. Everything is looking good. Hancock Money Market is considered the reserve funds and they are healthy. We have collected most of the income for the year (membership and conference registrations). She is paying a lot of bills now which will show up on the next statement.
- Eric asked if there were any unexpected expenses related to the conference. So far, things look just as expected, nothing out of the ordinary. We had more attendees than we had originally anticipated although some of them were organizational complimentary registrations.
- Eric Head moved to accept the financial report. Sara Gonzalez seconded. No additional discussion. Motion passed.

5. Executive Director's report

Lisa shared details in a written report distributed to the Board prior to the meeting.

Highlights:

- A call to action email was sent yesterday to the list asking members to call Senator Rubio to support library funding for LSTA and IAL funding.
- The office is still exploring having the February meeting face-to-face in Tallahassee combined with Library Day.
- The CPA is working with an outside CPA to do the financial review for 2017.
- The draft budget for next year will be brought to Donna and the Finance Committee soon.
- The retirement plan for the full-time FLA staff has been started.
- Gail Richmond is retiring, and they will be working on filling the position soon.

Eric wondered if the date for the February meeting has been set. The date hasn't been decided but they hope to have Library Day prior to the start of session in order to catch members in their office. Robert Stuart checked the calendar and is anticipating that the members will be working the weeks of the 4th, 11th, and 18th, then probably take off the

week of the 25th with the session starting at the beginning of March. Eric has a conflict on Feb 8th so would appreciate the weeks of the 11th or the 18th if possible.

6. Business (New/Old)

A. Appointment of Intern/Board Fellows (Sarah J. Hammill)

Nothing particularly new to report since the May meeting. Sarah and Lisa plan to update the form and then put out a call. Sarah encourages the Board members to help recruit good applicants.

B. Privatization: Letter to Commissioners & Op Ed (Sarah J. Hammill)

Sarah drafted an op-ed letter with lots of help from Robin and Lisa. Robert provided comments and suggests sending a letter out to the commissioners. If it is accepted as an op-ed to the Orlando Sentinel, it still may be condensed and edited so sending it directly to the commissioners will get more attention. Robert has already discussed this to some extent with Commissioner Lee Constantine. Can always do the op-ed later if needed.

C. FSU Research Endorsement (Sarah J. Hammill)

Everyone on the board seems to be ok with endorsing the proposal so the letter went out with FLA included.

D. Member Group Updates in FLA Manual (Sarah J. Hammill)

- The Board had previously decided to move member groups over to member clicks so with that in mind, Sarah has provided a stripped-down version of the Member Group section of the FLA Manual. Member Groups should be relatively fluid so, to make it easier, Sarah has reduced some of the requirements and has removed the oversight from the FLA staff. Eric supports any issues to make it easier.
- Tina moved to approve the changes in the document distributed. Renaine seconded.
- Discussion:
 - Karen demonstrated a screen shot of how the member groups are organized in MemberClicks. They are working on a tutorial to send to members on how to join and participate. They are currently in the process of testing the system.
 - Do we want to have a minimum number of members to form a group? It was 10, but Sarah knows of a group that wants to start with 9. Tina confirmed with Karen that it isn't difficult to setup a group on MemberClicks but it does require FLA staff for the setup. If the group starts small, the discussion will show up to all members which might encourage others to join in the conversation. Also, if no one steps up to be a leader for the next year it will dissolve. The main downside to not having a size minimum would be if too many ideas come up for new groups, the FLA staff time will be impacted. Eric considered a suggested minimum number of members to help keep it down. How many member groups do we have now? Karen says we have about 5 that are active but there are 26 are listed. Renaine commented that the data librarians group is trying to get things going again but they have fewer than 10 participants but those that are involved are active.
- Tina moved to accept all of the changes to the document with the exception of making the minimum membership 5 instead of no minimum. Renaine seconded. Motion passed.

E. Member Group Forum How To (Karen Layton)

Discussed in the conversation above.

Committee reports with action items (none)

7. Committee Reports

Karen is still creating rosters and there is another call so no one has met yet. She has asked the committee leaders to start reaching out to their members and try to schedule a meeting in July, particularly the conference committee.

- A. Awards (Tina Neville)
Sarah asked them to look at whether the membership requirement affected submissions. Last year they had 100 applications, this year they had 65 and with the new membership requirement the list dropped to 53. They will continue to monitor this.
- B. Advocacy & Legislative (Eric Head)
- C. Conference Committee (Sarah Hammill)
- D. Continuing Education (Matt Selby)
The committee did a webinar about the innovation lab and the idea is going well. They have a few more submissions. They have done a general call for ideas but they are considering a targeted call for specific subjects.
- E. Finance Committee (Donna Vazquez)
- F. Public Library Standards Certification (Phyllis Gorshe)
- G. Fundraising Committee (Donna Vazquez)
- H. HR Committee (Eric Head)
- I. Intellectual Freedom (Renaine Julian)
The committee has started setting up meeting times but haven't met yet.
- J. Leadership Development (Anne Marie Casey)
Sarah sent suggestions on the possible one-book, one-state and they are having an email discussion about it right now.
- K. Library Career Development (Heather Sostrom)
- L. Membership & Marketing Committee (Heather Sostrom)
- M. Nominating (Robin Shader)
- N. Planning (Matthew David)
- O. Scholarship (Jorge Perez)

8. Other Reports

- A. ALA Councilor (Sara Gonzalez)
Sara will have more after the ALA annual conference next week
- B. State Library (Amy Johnson) not present
- C. Florida Civic Advancement (Doug Crane) nothing to report
- D. Legislative report (Robert Stuart)
Nothing new to report since the May meeting but he is happy to answer any questions.

9. Regional director reports – none at this time.

10. Announcements

- Lisa asked how many of the board members were attending ALA. She will be there. Also Tina, Sarah, Sara, Anne Marie, and Doug.
- Matt Selby noted that the board meeting minutes are not current on the web page. Lisa will look into it. Tina has original copies if needed.

10. Member Comments

11. Adjourn

Anne Casey moved to adjourn. Renaine seconded. Meeting adjourned at 11:44 a.m.

Next regularly scheduled Board meeting will be July 20, 2018 at 11:00am - 12:30 pm