



**February 21, 2020, ABOS Board Minutes**  
Recorded by Lori Berezovsky, ABOS Secretary

The meeting was called to order at 2:02 p.m. Central Time.

**In attendance:** Cathy Zimmerman, David Kelsey, Lori Berezovsky, Brooke Bahnsen, Susan Parkins, Wendy Ramsey, Robin Rousu, Zach Roberts, Kevin Kammeraad, and Katrina Ford.

**Absent:** Liana Morales and Rose Huling.

**Secretary Minutes**

There were no corrections concerning the minutes from the January 17, 2020 board meeting. David Kelsey motioned to accept the minutes as written. Zach Roberts seconded. Motion carried. The minutes will be posted to the website.

**Welcome**

Cathy Zimmerman reminded the board about the 2020 Board Information file in the shared Drive, which will have all board meeting-related information in one place.

**Treasurer's Report**

Brooke Bahnsen sent out our current balances to the board. She is working to make the report more detailed. BOIR will now have it's own line item. We renewed our contract with Amigos, it will be paid in March. Their fee went up \$250.00, due to website hosting.

**President's Report**

Cathy Zimmerman attended ALA Midwinter as an ABOS representative. She did a lot of vendor recruitment at the conference. FE Technologies is based in Dallas and will most likely be a Gold Plus sponsor. Cathy will put Census information on our listserv so we have access to printable bookmarks, etc., which are suitable for census promotion. They are concerned about seniors and children not being counted. Cathy also attended the Coretta Scott King breakfast ceremony. Our ODLOS representative, Amber, had her baby girl on January 25th. All are healthy and happy..

Cathy sent out an email to the majority of the committees about things that need to be done. This will ensure that everyone is on the same page.

Cathy sent out an informal poll earlier this month asking board members what day they planned to arrive at the conference. Most plan to arrive on Monday, but we discovered that the hotel didn't allow for early arrival. Experient will be called to see what can be done to accommodate the board.

Cathy sent out a 2020 Conference timeline, and would like all board members to be aware of what happens when with the conference.

David Kelsey reminded the board that if we need to use the credit card, we should alert Brooke ahead of time.

## **Committee Reports**

**Advocacy:** Via email Liana Morales reported that the Advocacy committee will have their first meeting on February 28. The committee has discussed what things are most important to them in regard to advocacy. Liana sent a poll to committee members asking what matters the most to them, with the top response being to raise public awareness of bookmobiles and outreach services.

**Awards:** David Kelsey reported that committee members have been contacted. Awards will open on April 1.

**BOIR:** Cathy Zimmerman reported that she met with Michael last week and he is thrilled that we are getting 3-5 new BOIR sign-ups every week. Zach Roberts reported that they will put something in the newsletter and on the listserv bimonthly on how to donate to BOIR. They will push this during big events such as Black Friday and year-end giving season when people are thinking about donating. BOIR received a \$75.00 check from what looks like matching funds from a library. They will promote using matching funds in the future.

**Bylaws:** Wendy Ramsey reported that she, Cathy Zimmerman and Susan Parkins have worked on a timeline for the bylaws revisions. They will work on suggested revisions and share with the board on April 1. We can discuss them at the April board meeting.

**Conference:** David Kelsey reported that registration will open on March 1 (two months earlier than last year) and end on September 21. Linda at Amigos has set up our registration page and is working on the vendor page. The call for programs opened on January 20. The deadline for proposals is April 24. We have received 5 proposals so far and they look like good ones. After reviewing post-conference survey results, feedback shows that more programs on Senior Services are needed.

Cathy Zimmerman gave a report on the site visit to Dallas that she and David Kelsey made. They were treated like royalty at the hotel, which has a wonderful layout. Our registration table will be right in front of the ballroom. Our breakfast will be served in a separate room very close to the ballroom. We'll have the entire back parking lot for bookmobiles, which will hold about 30 bookmobiles, and has two gated entrances.

For Networking Nite activities we are working with the Sparks Agency. They specialize in events with a Texan flair, such as armadillo racing, line dancing, and more. FE Technologies wants to sponsor a whiskey tasting. Insurance and liability is covered by the Spark Agency. Vendors have until April 1 to make a commitment.

Susan is looking into a mobile app for the conference. Right now she is looking at Whova. The executive committee thinks this will be a good addition to our conference.

The Dallas hotel does not offer shuttle service. There are two airports in Dallas--Love Field and Dallas International. Depending on where you fly from, Love Field may offer some good deals.

**Continuing Education:** Susan Parkins reported that she sent the wording to make this an official committee to the Bylaws committee. Several people have already committed to being on the Continuing Education committee. They will begin by setting goals.

**Long-Range Planning:** Robin Rousu reported that Susan Parkins made a great handoff of this committee to her. Susan Parkins, Cathy Zimmerman, and Robin had a conference call with Shonna Nitzel from Experient to review how ABOS works with Experient, go over the conference location checklist, and learn about the components of a hotel contract for a conference. They also discussed the available options for the 2024 conference location. Robin is updating the committee membership roster and will hold their first meeting in March.

**Marketing:** Lori Berezovsky reported that the main focus has been getting a design for a 15th Anniversary t-shirt in time for the April 1 opening of registration. Since Dallas is too far to drive for most of us, we'll need to ship things to the hotel. We plan to offer t-shirts as pre-order only this year to reduce the amount of things to be shipped. Rachel Hadidi is working on the shirt design.

Cathy Zimmerman added that Michael Swendrowski asked for 80 ABOS pens to handout at an event that he's attending on March 13. He'll also take the membership brochure.

**Membership:** Katrina reported that the new membership brochure has been finalized. There has been a 13% completion rate on the lapsed member survey. There have been interesting results from the survey--the big trend is that people don't know what the benefits are to being a member other than the conference. Another is that their library paid for their membership and now they aren't going to do that.

**Technology:** Kevin Kammeraad reported that he now has full access to the website. The training video that Brock Hutchison put together was very helpful. Kevin is busy processing all of the pieces that are involved in the Technology committee. Cathy Zimmerman suggested prioritizing conference registration and awards. Kevin has also connected with Rose.

### **Old Business**

Susan Parkins has sent the executive board the post-conference survey questions. She will set up the survey on Survey Monkey. She'll get the survey out by March 16 with a response deadline of April 1.

### **New Business**

Susan Parkins reported on the February ODLOS meeting. ODLOS is having a social get together at PLA. Kevin Kammeraad and Zach Roberts had planned to attend but will not be able to go.

The National Library of Medicine is very interested in a partnership with ABOS. Cathy Zimmerman spent two hours with them at ALA Midwinter. They are keeping their eye on us since we cross a lot of borders. They will meet with Cathy this week concerning their involvement in the conference, as well as year round, to get medical information into libraries. They are also interested in connecting with BOIR. They have money to spend and would like to spend it on us.

There are some new vendors that have been approached about attending our conference: Onan is a generator company. Farber uses them. Cummins was a vendor that came to conferences before ABOS was formed. General Truck Body is based in Houston.

**Reminders:**

- Please check email daily and respond when needed.
- Please use your ABOS email for official business.
- Please cc: Cathy and David on all committee correspondence

**2020 Conferences**

**ALA Midwinter**, Jan. 24-28 in Philadelphia, PA. Cathy will attend.

**ALA Annual**, June 25-30, Chicago, IL. Cathy and Susan will do a poster session and presentation. Cathy and Michael are doing *News You Can Use* on the BOIR Project. David is taking his new van to ALA. There is nothing new to report on the Bookmobile event.

**ARSL**, Sept. 30- Oct. 3 in Wichita, KS. Lori will attend.

**ABOS**, Oct. 14-16, Dallas, TX.

David motioned that the meeting be adjourned. Lori seconded. Motion carried. Meeting adjourned at 3:29 p.m. Central Time.