



May 20, 2022, ABOS Board Minutes  
Recorded by Karen Bradley, ABOS Secretary

### **Call meeting to order**

The meeting was called to order at 2:05 pm CST by ABOS President Lori Berezovsky and Roll Call performed by Karen Bradley.

### **Roll call**

**In attendance:** Lori Berezovsky, Karen Bradley, Brooke Bahnsen, David Kelsey, Crystal Harris, Jenn Koetz, Cathy Zimmerman, Kassy Trejo, Alicia Rodriguez, Liz Anastasi

**Absent:** Brittany Peacock, Maggie Petersen, Susan Parkins

### **Secretary Minutes**

Meeting minutes from the April meeting were distributed and adjusted by the Board. Jenn motioned to accept, David seconded, and the motion was approved. April minutes will be uploaded to the website.

### **President's Report**

Site visit report

Susan and Lori went to Scottsdale to make a final site visit. They left happy with the hotel and conference area. There is plenty of room in the ballroom for round tables, vendors along the perimeter, and an area for poster presentations. The Founders Room is available for the Board to work from. Everything on site is done by QR code, we will need to make sure to let the attendees know to bring their phones with them and to keep them on hand. The hotel door room keys are still keycards. The main building is the lobby, bar, restaurant, and conference rooms. To get to your room, you have to exit the main building and go around back. All rooms have a balcony or patio. The grounds have lovely tropical vegetation and easy to follow paths. There is daily morning yoga at 8am and breakfasts will be held outside.

Board Members

Kassy Trejo is joining us on the board and is replacing Carlotta Young. David has taken over the awards committee for the year in Carlotta's absence.

### **Treasurer's Report**

Income from April was fairly steady with \$3,334 in dues. There was \$6,500 from vendors and sponsors, resulting in \$24,100 from vendors for the year to date. No expenses out of the ordinary for April.

Amigos is responsible for paying the ABOS credit card balance. In the past, Linda used to pay it and then let us know she did so. More recently, they have wanted permission to pay

beforehand. Moving forward, Amigos has permission to pay and will continue to pay the monthly balance and let us know what the cost was.

## **Committee Reports**

### **Awards**

ABOS has a new award this year and is a student scholarship to help paraprofessionals obtain their bachelor's or associate's degree or certification in librarianship. Awards opened on Monday and we have had 3 nominations so far. David has emails scheduled throughout the awards season to remind individuals to apply. He has also been sending invitations to the organizations in the directory of library organizations that was put together last year.

### **Bylaws**

Both initiatives were approved by the membership. There were 208 total votes. The Communications Committee passed with a total of 204 yes votes. The Executive Director position required a  $\frac{2}{3}$  vote of membership response and passed. David is working on further details for the position and will update the Board during June's meeting. He has emailed all the members information about the approval as well as the complete, updated bylaws. The website has been updated with the new bylaws.

### **Communications**

It is Youth Services Outreach week so the Communications Committee has been posting on Social Media; there have been posts on Facebook, Instagram, and Twitter.

The Communications Committee needs to work on getting Constant Contact up and running so that as we approach conference registration and the conference itself, we will have easy access to emailing members reminders and general information. Brittany will need to speak with Brooke when she is ready to go with Constant Contact, so that Brooke can pay for the service.

### **Conference Planning**

The committee met in early May. Susan Parkins and Lori Berezovsky shared their experiences at the hotel's site visit. The Monday evening event has been named the "Long Time, No See!" Welcome event and the subcommittee has been working on activities for the event. The Scottsdale Public Library offered to use their pull to reserve a space for Networking Nite. It would be in their newly revamped Stadium ballroom.

We're trying to move library tours to Thursday afternoon, after the conference officially ends. We are looking into transportation options to take people to the library and return them to the hotel.

Attendees and their libraries will be asked to donate a gift basket or item that represents their city or state for raffle prizes.

### **Continuing Education**

Our April Webinar had 56 members registered for the program. The next webinar is on May 25th and is called, Getting Started with your Mobile Library: Creating and Maintaining Mobile

Services; it is presented by Dave Bare from the Randolph County Public Library in Asheboro, NC. So far 96 people have registered for the May webinar. The Continuing Education committee has targeted the months of July, September, and November for future webinars. The goal for 2023 is to have one webinar held every other month.

#### Driven Discussions:

5/19 – Outreach to Teens (33 registered)

5/31 – Outreach to Businesses (41 registered)

Target moving forward is to schedule 1-2 Driven Discussions per month

Beginning this month all ABOS Continuing Education opportunities will be moderated by committee members to ensure that all are able to serve in that role, and to spread the opportunity out amongst the group.

The calendar of CE opportunities created and shared with the committee members for 2022 and 2023 to ensure that there is a central file captured and accessible to the group.

#### Long-Range Planning

The Long Range Planning committee is currently working on the 2026 location. It is down to one hotel. Cathy is going to do a site visit on the 2nd of June at the Bally's in Las Vegas. MGM is no longer a contender because they would not make adequate space in their parking lot for bookmobiles. If we don't go with Bally's, we will hold off on booking anything for the rest of the year. Hotels are not negotiating contracts right now, so we can wait a little while. We are currently booked through 2027 and can look at 2028 next year once things have settled down.

#### Membership

ABOS has 831 active members as of this week. We had 818 members in April. Crystal sent out an email to lapsed members and is going to start planning for Membership Week which starts June 13. Crystal is also going to purchase some new swag to replenish our stock.

#### Technology

The website is updated and ready to go with a few last things to change. It is currently highlighting the youth services week. David will be changing the banner page tomorrow to the current event, which will be Membership Week. The Technology Committee will be meeting in the next two weeks and they will be switching to conference season for highlights on the website. David put out a call for volunteers and photographers. Cathy will put together Vendor ads and logos to be ready after membership week.

#### Vendors

Currently have 14 committed vendors; 8 are Gold Plus Sponsors. We are counting A Rifkin as Gold even though they will not be in attendance at the conference. They are supplying our attendee bags and shipping them to the hotel. Several vendors have yet to commit. There is a meeting on June 1 with Aaron Greenburg of Libraries Without Borders; they are usually an

Affiliate, but they may become Gold this year. Cathy has started registering vendors and has worked with Amigos to correct the vendor registration form.

#### Whova

Whova is the planning application we will be using for the conference. The app will go live the week before the conference in order to allow attendees time to organize their schedules.

The assignments are as follows:

Schedule Manager - Susan/David

Presenter Manager - Karen

Announcements, Polls, Contests - Susan

Registration Manager - Brittany/David

On Demand Presentations - Karen

Bookmobile Tours - Zach

Troubleshooting - Susan

There was a discussion about whether or not we were going to have a Leaderboard Contest this year. We haven't budgeted for prizes, but might be able to supply a year ABOS membership or some fun swag.

Susan reminded folks to share their knowledge with others on the Board if they know how something works in Whova. We might start a Whova manual to help with future conferences.

#### **New Business**

There was a discussion about purchasing new conference signage. We have some 18x24 inch signs that are on foam core for directions at the conference. The signs have seen a lot of wear and tear. Lori has investigated new signs that are sturdy and more easily cleaned. Corrugated plastic was suggested. The same size would cost \$25 per sign. Do we want to replace the current signs? The hotel was going to charge us \$25 per easel. Lori is going to follow up with the hotel to see if they are going to provide them for free or for a charge. Revisit the discussion once she hears back from the hotel.

June 17th membership week - Membership and Margaritas! This celebration is to promote the conference because the hotel has a tropical feel. Lori sent out a registration reminder to the listserv. We will start at 6pm CST and go for an hour or so. Patti Johnston will be one of our speakers. She is retired but still a member. We will be offering \$5 off all membership levels for Membership Week June 13-17. Amigos already has the code set up.

The ABOS Board is working to build up excitement for the conference by posting on social media. This will be our first in-person conference since 2019 and we are excited to meet face to face after two years.

#### **Old Business**

The voting on bylaws has ended. Both the Executive Director and the Communications Committee passed with a huge margin. David will have items ready next month for our next steps.

Clarification about programs; are we all on the same page now about how they are being handled. Google form change to live only, on demand only, or in-person AND on demand. New change working out really well.

### **Reminders**

As you make your conference travel plans, add your arrival and departure times/dates on the Board Travel doc (also in the 2022 Board Info folder). Register for the conference with the board code to receive free registration.

### **Upcoming Events**

June: ALA Annual (in-person), Washington, DC, Lori and Cathy will present.

October: ABOS Conference, Oct. 4-6, 2022, Scottsdale, AZ

Events:

Youth Services Week, May 16-20, 2022

Membership Week, June 13-17, 2022

Membership Week social event, June 17

Senior Services Week, July 18-22, 2022

Book Bike Week, August 1-5, 2022

Student Week, September 20-25, 2022

StoryWalk® Week, November 7-11, 2022

### **Motion to end the meeting**

The meeting adjourned at 3:24pm CST.