



October 21, 2022
ABOS Board Minutes
Recorded by Karen Bradley, ABOS Secretary

Meeting called to order at 2:04 pm CST

Roll Call

In attendance: Lori Berezovsky, Brittany Peacock, Karen Bradley, Brooke Bahnsen, David Kelsey, Crystal Harris, Kassy Trejo, Alicia Rodriguez, Susan Parkins, Cathy Zimmerman

Absent: Maggie Petersen, Danielle Carlton

Approval of Minutes

Both the General Minutes (October 6) and October 21 minutes will be approved in November.

President's Report

We had a great conference this year. Thanks to the board for everything they did. Lori heard feedback that people loved the conference, got a lot out of it, and had lots of ideas to take home to their library. We had some hiccups behind the scenes, but from the attendees' viewpoint, things went well.

Treasurer's Report

Brooke reminded everyone to turn in their reimbursement forms for the conference. Cathy, Danielle, David, Brittany, Kassy, Susan, Alicia, and Jenn have submitted theirs. Crystal is sending hers on Monday. Karen doesn't need reimbursement for the ABOS conference, but does for the New Mexico Library Association conference.

Income for September was \$117,547 from conference registration and \$30,077 year to date from membership dues.

Committee Reports

Committee updates took place at the general meeting. Additional updates include BOIR, Whova, and Communications Committee.

BOIR

We have received the IMLS grant and the money is going to be used to get the database up and running; the funds will pay for the technology and advertisements to attract attention and responses.

The grant was written by the University of Michigan. There are three separate databases that will be merged together. We are part of that grant in order to keep our portion going. The money

will go towards monthly costs as well and will be doled out by the University as needed. Maggie and Cathy are going to be on the advisory committee. Amigos will help fill out the paperwork required for the funding of the project. The committee is working on fine tuning responsibilities. Denise Atkins is our contact. We are doing this so that IMLS, PLA, and ABOS can have answers to how libraries contribute to their communities. Each database has some information, but not everything we want.

We are thinking that Cristina Reyes will be the Chair of the committee, even though she is not part of the board, because she is very familiar with the project and activity.

Whova

Brittany and Cathy met with Matthew yesterday. Our deadline is ASAP so that we can get special pricing for the app. Cathy is asking that the board approve signing the contract so that we can get our set prices and pay for Whova in mid-December.

We are looking at the Level 2 product, which will give us a \$560 discount. We want the management platform, with the exhibitor package for 20 vendors, 10 banners for our gold members, unlimited document uploading., This year every speaker can upload 3 documents (all documents must get uploaded through each specific speaker portal so it doesn't go over document limit). Each speaker has the capability to upload 3 documents to their speaker portal; we do not need unlimited document uploads. We get two free Whova surveys. We don't need a certificate generator tool because we can upload our certificate and attendees can download for themselves. If we take everything they suggest it is \$5,339. There are some of those things we can take off.

We are getting a refund of over 9k from the hotel for this year that will go into the general pot and we can utilize that money for it.

We will need more than the 500 limit. They would give us 500 and we can pay for extra OR we could go with 1500. This year, we went with 500, paid for 50 more, and got 50 more for free. It would cost \$400 extra if we went over 500 by 200. We can go back to them and say tier 1 and ask them to clarify that it's \$2 per person to add on; we need to know if the per person will go up. We might go with 1500 for next year because we will be increasing virtual aspect (some live streaming, author, opening/closing sessions).

Jenn made the motion to sign a contract to lock in the prices, but leave room to adjust as needed for 2023. Kassy seconded the motion, none opposed. The motion to sign the contract to lock in prices for the Whova contract for 2023 passed.

Communications Committee

Storywalk Week is November 7-11 and we have several submissions, including heavy participation from Noah Lenstra. Cathy suggested that we have some more promotion for the event.

Conference Debriefing: What worked well? What needs work?

- Technology
- Volunteers
- Meals
- Opening session
- Morning Announcements
- Awards Ceremony
- Closing Session/General Meeting
- Networking Nite
- Long Time, No See event
- Social Media
- Vendors
- Featured Speakers
- Programs and Presenters
- Vendor Punch Cards

Jenn: During a Driven Discussion session, a member ended up sponsoring an attendee because their library won't pay for any associations.

Alicia: Alicia met up with the woman from Sacramento (Kathy Crosswaith) that told her to join ABOS several years ago. She is feeling the pull towards leadership again.

Brittany: Perhaps in the future we have a membership scholarship fund to help pay it forward for new members.

In general, it feels like as outreachers, we get told no a lot, but while we are at the conference, there are a lot of yeses and it puts things into perspective.

The vendor punchcards need rethinking; the punches were hard to use and hard on the hand; the vendors loved the idea of it but the execution was a little off. In the future we can use stamps or have them sign off on their logo.

Nametags

Nametags should include city and state and board member nametags should include board position.

People loved coming to the registration table to see new things getting put out each day. Let's stagger the items over the days; bring new ribbons every day and have different swag. 4Imprint is going to join us next year, we can get our swag from them. Ideas for swag: charging noodles, magnet My Other Car is a Bookmobile, temporary tattoos.

Maggie and Danielle took care of the raffles and ran with it; they were a huge success. Karen had the question of the day and rolled with it on Whova, helping Susan answer questions. It helped to have certain people there for specific duties.

Let's make sure

We will need to have a printing budget for printing a daily schedule with changes.

Did we have any prizes for virtual attendees? The Leadership Board was available for virtual attendees. We had \$15 giftcards for ALA graphics. There's a raffle option in the exhibitor package.

In the future we will continue to have a designated photo person. We didn't have many pictures of people in sessions, we'll want to have more of that for next year.

The bookmobile pin map will need to return for 2023; several people asked about it.

We might consider having a speed dating with the workshop presenters. During the morning session each day, we can have the presenters speed date their program to drum up interest. This would be similar to the vendor speed dating that happened this year.

We will want to have a specific session just for the bookmobiles so that they are open and people can see them. This also gives bookmobile drivers the opportunity to attend sessions and not miss anything.

Brittany is brainstorming with Bonnie right now for great author suggestions. We are looking at getting a children's author this year because it has been a while since we've had one.

We might consider having a designated program counter next year who would go from room to room to count attendance and take a picture.

The breakout rooms were a challenge this year. There were fewer chairs than we were told we would have; we were told they would have 50 and they gave us 40. Long range planning needs to consider how many chairs fit in the breakout rooms moving forward. We might have fewer programs, but open up a bigger room for more attendees. Having presenters present twice again might help alleviate some of the seating issues. However, with more presentation submissions, it is harder to have people present twice because there are more options for presentations. Having more that are offered once appears to have more value. Next year we are asking for specific presentations that have topics that are trending. For Long Range Planning, we will want to look at conference centers moving forward, instead of just hotels.

The specialty cocktail was a hit! Let's make it a social media campaign for next year.

We need to have more driven discussions for next year. They were very popular.

Cathy is already working with vendors to figure out Monday night networking for 2023.

We will want to make sure we're building in extra hotel rooms to our contracts and contingency plans. We have been increasing our rooms throughout the years and want to make sure there are enough rooms for our attendees. This year we had to add two nearby hotels to fit the need.

Nominations

Nominations are open and will close on October 31. Elections begin November 14.

Here are the current openings for 2023:

Vice President/President Elect

1 treasurer

1 secretary

3 for 2 year

1 for 1 year

Executive Director

Keep an eye on email for the updated Executive Director contract. It will need board approval.

New Business

Spectrum Scholars

ALA sent Lori the list of Spectrum Scholars who have selected membership for ABOS. There were 17 names. We need to evaluate some parameters for this program. If they are students, they get their first year free and can renew at the student rate for their second year. ; if they're students they get their first year free and can renew at the student rate for their second year. Do we want to limit the number of scholars?

Ron Kelley

During the conference Ron and Larry were sending emails to ABOS members with the same information that saying that we are the reason he was fired from his position. Please keep those emails in case we need them later down the line.

There was a discussion of the pros and cons of only members having access to the listserv. Lori is thinking that if the listserv is membership only, we might have a better way to limit access for such situations. Karen suggested that the listserv is an equity issue and that not everyone can afford to have access to the community we provide. Susan was in agreement with Karen. David pointed out that many other listservs are membership only, including ARSL which is a small association.

We need to give some thought to alternate ways to handle inappropriate behavior. Brooke suggested updating the listserv code of conduct and making it more visible. We need to make sure that it is prominent and reminds folks to be respectful and let them know they may be removed for not following the code of conduct. For right now, we do need to leave the listserv open because we don't want to exclude people. Everyone should think of ways we might be able to address this situation. Not all of the emails are addressed to people on the listserv, it may be that the presenters are listed on our website.

Continuing Education

Kassy suggested having short 30-60 second videos for social media that talk about the continuing education programs for the month. Someone could record the video and then we post it on social media when the email announcement goes out.

Institutional Membership

Crystal would love to have more information about the process of institutional membership registration. Many of our questions end up going directly to Amigos for a response. Karen suggested reassessing the institutional membership cost. Brooke suggests making the institutional membership cost more, but make it so people can change out 3 people per year. We need to find out if Amigos can switch out members throughout the year.

Reminders

- Check your board email at least once a day from here on out. Email voting will be needed, things will pop up unexpectedly and need a timely response.

- **Clean up your Gmail account and your Drive now.**

- **If you currently chair a committee and are leaving the board, please write up some guidelines for the new person.**

Upcoming Events

- Events:
 - StoryWalk® Week, November 7-11, 2022

Motion to adjourn:

Alcia motioned to end the meeting; Brooke seconded; none opposed; the meeting ended at 3:49 pm CST.