**PBCLA Board Meeting Minutes**

**South university**

**January 9, 2018 – 3:00pm**

**Present**:

Elizabeth Braunworth, Graham Brunk, Karen Crisco (phone), Dawn Frood, Russell Gift , Alyse McKeal (phone), Elaine Minor, Josh Stone, Chandra Thornton, and Amanda Woolf.

**Absent**:

Clifton Barefoot, Chris Jankow, and Michelle Keba.

**Call to Order**:

The meeting was called to order at 3:00 pm. by the President, Dawn Frood.

**Approval of Minutes:**

* **Motion: To approve the minutes from the December PBCLA Board Meeting (12/20/17). Motion made by D. Frood and seconded by J. Stone. Unanimously approved.**

**Treasurer’s Report**:

* Treasurer reported that as of December we have a balance of $5,839.31.
  + G. Brunk donated $220 of his royalties from his book *Overdue in Paradise* to PBCLA.

**President’s Report**:

* Twenty copies of *Overdue in Paradise* to be available to sell at Quarterly Meetings.
* Squarespace domain renewal will cost $20.00 and is due January 13.
* Winter Quarterly
  + No presenters as of yet.
  + J. Stone will reach out to Adam Davis regarding his experience with prison library orientations.
  + A. McKeal’s therapy dog contact will not come out that far to present.
  + K. Crisco offered Cheryl Fishman or Doris DeMaio as possible presenters regarding their therapy dog programs.
  + C. Thornton suggested that at the next quarterly meeting that she has a presenter in mind. A woman by the name of Isabella who will be building libraries in Africa.
  + D. Frood suggested a one on one approach to getting people to come to meeting.
  + G. Brunk implied that Rivera Beach City Library may be intimidating to people especially since we are hosting the event at night.
    - A. McKeal added that stating in the directions within the flier that it is next to the police station may help with trepidation.
  + Possible speakers for the event:
    - Ronald Glass – Annex programs
    - E. Minor and D. Frood – Babies Love Books
      * Misc
        + 20 minute tour of library
        + 5:30-6:00 – social hour
  + E. Minor reminded everyone that we will be having a White Elephant Sale at the meeting. Asked for suggestions on how to run it.
    - K. Crisco offered suggestions.

**COMMITTEE REPORTS**

**Advocacy and Outreach**

* Chair – M. Keba
  + - Boca Raton City Library, Spanish River Branch Tour
      * Spring tour
        + March 17, 2018 at 10:00am

If marketing committee would start a flier for event as well as create a Facebook event and a RSVP tally that would help immensely.

**Bylaws**

* Chair **– A. McKeal**
  + **A vote must happen at the upcoming Quarterly Meeting regarding policies and procedures.**

**Marketing & Communication Committee:**

* **Chair – C. Barefoot**
  + **Currently working on Winter Newsletter.**
    - **If you want something in there please send it to C. Barefoot asap. Also please be specific in your details and events.**
      * **D. Frood also asked that you cc her, J.Stone, and G. Brunk when you submit something to C. Barefoot.**

**Membership Committee**:

* Chair - C. Jankow
  + C. Thornton spoke on behalf of chair
    - C. Jankow has begun to reach out to institutions to gauge interest in membership.

**Nominating Committee:**

* **Chair – M. Barry**
  + **N/A**

**Scholarship and Professional Development Award Committee:**

* Chair – K. Crisco
  + **No submissions as of late.**
  + **K. Crisco asked that C. Barefoot please mention the committee and the award money in the next newsletter.**
  + **A. Woolf suggested an email blast.**
    - **K. Crisco wanted confirmation that, that was allowed by PBCLS**
      * **R. Gift confirmed that is was but it had to be very specific. He asked that she write up a blurb and send it to him for review.**

**Fundraising Committee**:

* Chair – E. Minor
  + **Next fundraising event will be on 2/23/18 at TGIF in Boynton Beach at 7pm.**
    - **We will be receiving a 20% kickback.**
  + White Elephant sale will take place at the next Quarterly Meeting. E. Minor asked that C. Barefoot would do an email blast.
  + C. Thornton mentioned that Applebee’s has a Pancake Fundraiser that E. Minor might want to look into.

**Programming Committee:**

* Chair – J. Stone
  + Quarterly meeting will be held January 22, 2018 from 5-7:30 at the Riviera Beach Library.
  + Refreshments will be provided by the library itself.

**Technology Committee:**

* Chair - G. Brunk 
  + Lots of new job opportunities posted on PBCLA’s job listing page.

**Other Business:**

* N/A

**Next Meeting:**

* To be determined.

**Adjournment:**  3: 54pm. by D. Frood. Unanimously approved.

Respectfully submitted,

Elizabeth Braunworth

PBCLA Secretary