**PBCLA Board Meeting Minutes**

**South University**

**November 22, 2016**

**Present**:

# Josh Stone, Dawn Frood, Amanda Woolf, Elizabeth Braunworth, Clifton Barefoot, Michelle Keba (Phone), Graham Brunk, David Scott, and Cheryl Fishman (Phone).

**Absent**:

Chris Jankow, Margaret Barry, and Janet DeVries.

**Call to Order**:

The meeting was called to order at 2:01 p.m. by the President, Josh Stone.

**Approval of Minutes:**

* **Motion: To approve the minutes with correction noted regarding trivia funds and Boynton Beach City Library director’s name Craig Clark from the October PBCLA Board Meeting (10/19/16). Motion made by A. Woolf and seconded by C. Barefoot. Unanimously approved.**

**Treasurer’s Report**:

* 2016 Monthly Treasurer’s Report for October Submitted by A. Woolf
  + Currently have $6,259.30
  + G. Brunk provided $10.00 worth of cookbook sales to A. Woolf

**President’s Report**:

* Fall Quarterly Meeting Recap
  + J. Stone was dissatisfied by the turnout of the event given the fact that presenter Mary Anne Hodel created a special presentation just for PBCLA. J. Stone opened the floor to suggestions on how to improve attendance at meetings and activities.
    - M. Keba suggested different times for activities such as mornings, evenings, or brown bag lunches.
    - C. Fishman recommended staggering of events.
    - D. Scott spoke about the idea of planning in advanced so people can take appropriate action to attend.
    - D. Frood suggested piggybacking on a previous scheduled program (e.g. – youth services meeting)
      * D. Frood also stated that we should thank Mary Anne Hodel and her staff by nominating them for an ALA Love My Library award.
    - M. Keba addressed the committee that a possible reason for lack of attendance at quarterly meetings might be the misperception that you had to be a member to attend meetings.
      * J. Stone commented that all are welcome though there will be a push to grab all names and emails of visitors who attend meetings.
      * D. Scott addressed the issue of allowing visitors into the meetings. Focus should be marketing PBCLA membership and making visitors members.
      * D. Scott also wondered where we were in terms of a PBCLA newsletter. J. Stone stated that in the upcoming year we hopefully will transfer from LISTSERV to a newsletter format.
      * C. Barefoot also mentioned a possible training day similar to those held by SEFLIN to entice new members to PBCLA.
      * D. Scott also suggested as a promotion to entice new members that PBCLA could rent a bus to FLA held in Orlando in May 2017.
* Stripe
  + Stripe is now active on PBCLA website.
  + A. Woolf stated that moving money from PayPal to Stripe was easy
  + D. Scott asked how much it will cost to close PayPal. A. Woolf will investigate.
* New Email Addresses
  + .info is no longer viable
  + .org would be $15 per year, per address
  + J. Stone does not want to spend money on email addresses so we are staying with gmail at the moment

**COMMITTEE REPORTS**

**Advocacy and Outreach**

* Chair – N/A
  + J. Stone stated that a possible chair has been found in Liz Locke.

**Bylaws**

* Chair – **A. McKeal**
  + Nothing new to report from committee.

**Fundraising Committee**:

* Chair – A. Cortez
  + J. Stone spoke on behalf of the committee.
    - Fundraising Ideas
      * Howleys/California Kitchen fundraiser
      * Paint Fundraising Party (Palm Beach Gardens) 50/50
      * Roller Skateway Fundraiser
        + D. Frood suggested we have the Quarterly Meeting at a roller rink to bring in new members and entice existing ones to come to the meeting
      * D. Scott also reminded everyone when shopping on Amazon to Amazon Smile

**Marketing & Communication Committee:**

* **Chair – K. Crisco**
  + **Nothing new to report from committee.**

**Membership Committee**:

* Chair - C. Jankow
  + J. Stone spoke on behalf of the committee.
    - Total of 81 members.
    - M. Keba suggested that we send out reminders for renewal to members when their membership has lapsed. D. Scott recommended that there is free software available to send out reminders.

**Nominating Committee:**

* **Chair – M. Barry**
  + **Nothing new to report** from committee**.**

**Professional Development Committee:**

* Chair – J. Webb
  + Nothing new to report from committee.

**Programming Committee:**

* Chair – C. Barefoot
  + Winter Quarterly Meeting ideas and locations
    - Ideas for topics
      * Retainment of Records
      * Little Free Libraries
      * Embedded Librarians
      * Homelessness
      * Working with Adults with Disabilities
      * Health Information
        + Special Event

Community Service Project

* + - Ideas for meeting places
      * Palm Springs City Library

**Technology Committee:**

* Chair - G. Brunk 
  + Added tab for Job Exchange

**Other Business**

* N/A

**Next Meeting:**

* To be determined.

**Adjournment:**

* Meeting adjourned at 3:06 p.m. (No motion cast.)

Respectfully submitted,

Elizabeth Braunworth

PBCLA Secretary