**PBCLA Board Meeting Minutes**

**Annex**

**February 9, 2018 – 10:00am**

**Present**:

Clifton Barefoot , Elizabeth Braunworth, Graham Brunk, Karen Crisco (phone), Dawn Frood, Russell Gift , Chris Jankow, Michelle Keba (phone), Elaine Minor, Josh Stone, Chandra Thornton, and Amanda Woolf.

**Absent**:

Alyse McKeal

**Call to Order**:

The meeting was called to order at 10:00 am. by the President, Dawn Frood.

**Approval of Minutes:**

* **Motion: To approve the minutes from the January PBCLA Board Meeting (1/8/18). Motion made by D. Frood and seconded by J. Stone. Unanimously approved.**

**Treasurer’s Report**:

* Treasurer reported that as of January we have a balance of $6,132.38.

**President’s Report**:

* Three renewals approaching.
	+ Sunbiz, G.Suite, and our website
* Winter Quarterly
	+ A success and a thank you to all you participated.

**COMMITTEE REPORTS**

**Advocacy and Outreach**

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

2 RSVPS as of right now

**Bylaws**

* Chair **–** A. McKeal
	+ Vote passed at the last Quarterly Meeting regarding policies and procedures.

**Marketing & Communication Committee:**

* Chair – C. Barefoot
	+ Winter Newsletter complete.
		- Waiting on J. Stone for date/time of next Quarterly meeting to move forward submitting it to board for final approval.
	+ Flyer has been made for next social/fundraising event
		- TGIF in Boynton Beach at 7pm
		- February 22, 2018
			* Board voted on two possible flyers opting for the one without a logo.

**Membership Committee**:

* Chair - C. Jankow
	+ 59 members
	+ On February 17, C. Jankow will be going to the following libraries to promote PBCLA
		- Lake Park
		- Riviera Beach
		- FAU – Jupiter Campus

**Nominating Committee:**

* Chair – M. Barry
	+ N/A

**Scholarship and Professional Development Award Committee:**

* Chair – K. Crisco
	+ No submissions of scholarships at this time.

**Fundraising Committee**:

* Chair – E. Minor
	+ White Elephant at last Quarterly meeting was a success.
	+ TGIF Fundraiser in Boynton Beach at 7pm on February 22, 2018.
	+ Quarter Auction
		- An auction that donates part of the proceeds to a 501©3
		- E. Minor will investigate further.
	+ A. Woolf added that we should bring back Trivia Night.
		- April/May
		- Suvi has a contact at the American Finnish club and we could possibly rent the place for free.

**Programming Committee:**

* Chair – J. Stone
	+ Quarterly meeting will be held at Delray Public Library
	+ April 11, 2018 from 2:30-4:30
	+ Currently waiting to hear back from presenter
		- Theme – Social Work in Libraries
	+ Possible social event locations discussed:
		- Lilos
		- Book Cellar
		- Sons and Daughters Winery

**Technology Committee:**

* Chair - G. Brunk
	+ Not a lot of new job opportunities posted on PBCLA’s job listing page.

**Other Business:**

* A. Woolf stated that *Overdue in Paradise* is now available for check out through the PBCLS.
* G. Brunk wanted to know the status of institutional membership. G. Brunk concluded that he is wary that our membership keeps dropping and we should be concerned about retaining members.
	+ J. Stone recommended a pilot program to focus on smaller institutions to gauge interest. J. Stone also stated that these institutions may have to wait until the next fiscal year in order to join.
		- D. Frood suggested comparing the best practices of Dade to our organization in terms of individual and group memberships.
			* M. Keba suggested if membership is the focus maybe we should discuss lowering the membership fee to retain members and encourage others to join.
				+ D. Frood stated that we currently have a large amount of fundraising money and currently no one is applying for scholarships. So perhaps lowering the membership fee is reasonable.

C. Barefoot and A. Woolf worried about the future and money coming in.

D. Frood suggested a targeted campaign to retain members lost. A $5.00 discount will be given if they renew. Also D. Frood state that one should be given to those that pay early by at least one month.

D. Frood will run this by A. McKeal to verify.

* R. Gift noted that cookbooks will be given out to individuals for the next orientation at PBCLS.
	+ R. Gift is also currently applying for a grant for PBCLS. Within that grant he has mentioned complimentary PBCLA membership for twelve individuals. He will let us know the outcome soon.

**Next Meeting:**

* To be determined.

**Adjournment:**  10: 56am. by D. Frood. Unanimously approved.

Respectfully submitted,

Elizabeth Braunworth

PBCLA Secretary