**PBCLA Board Meeting Minutes**

**South University**

**July 18, 2017 – 3:00pm**

**Present**:

Clifton Barefoot , ,Elizabeth Braunworth, Graham Brunk, Dawn Frood, Russell Gift, Chris Jankow, Michelle Keba (phone), Alyse McKeal, Josh Stone, Chandra Thornton, and Amanda Woolf

**Absent**:

**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 June PBCLA Board Meeting (6/13/17) with amendments. Motion made by J. Stone and seconded by C. Thornton. Unanimously approved.**

**Treasurer’s Report**:

* Treasurer reported that as of June we have a balance of $5,638.63.

**President’s Report**:

* Website Update
  + D. Frood provided screenshot handouts of the current PBCLA page and wanted feedback.
    - Items discussed:
      * Create a History tab
        + G. Brunk and J. Naughton compiling a book about local library history and the history of PBCLA.

Proceeds from book sales will be donated to PBCLA.

* + - * Create a Store/Support tab
        + J. Stone will look into this further to make sure it does not violate nonprofit status
      * PBCLA Policy and Procedures button
        + Google.docs
        + Embedded links
      * Approval of new layout discussed.
* Sunbiz Update
  + Currently, on the site of Sunbiz, it shows the previous board. In January 2018 it will show new Board of Directors.
* SEFLIN Conference
  + July 27, 2017. D. Frood and E. Minor will man the PBCLA booth. J. Stone will provide PowerPoint used at last annual meeting.
  + D. Frood will be meeting with Miami Dade and Broward library associations respectively.
    - Library tours will be discussed
* Job Exchange
  + D. Scott updated information on Job Exchange. G. Brunk would like to know the stats of the program.

**COMMITTEE REPORTS**

**Advocacy and Outreach**

* Chair – M. Keba
  + Eight members total
  + Will meet (phone conference) in early August to discuss library tours.

**Bylaws**

* Chair **– A. McKeal**
  + **Waiting to hear back from two members.**
  + **D. Frood wanted to revisit the search engine sponsorship idea proposed by a company that contacted us. It was agreed that a lawyer or paralegal should guide our decision.**

**Marketing & Communication Committee:**

* **Chair – K. Crisco**
  + **C. Barefoot is interested in possibly joining/chairing committee.**

**Membership Committee**:

* Chair - C. Jankow
  + 71 members.
  + C. Thornton asked to join committee.
  + D. Frood proposed previous idea of staggering memberships.

**Nominating Committee:**

* **Chair – M. Barry**
  + **N/A**

**Professional Development Committee:**

* Chair – J. Webb
  + G. Brunk suggested a form so supervisors can attest that the person being awarded this monetary amount is in fact using it for professional development.

**Fundraising Committee**:

* Chair – M. Gunning
  + D. Frood suggested that Fundraising and Programming Committees work together on events.

**Programming Committee:**

* Chair – J. Stone
  + Talk and Taste/Mix and Mingle
    - 8 per year
      * 4 Programming
      * 4 Fundraising

**Technology Committee:**

* Chair - G. Brunk 
  + LinkedIn PBCLA profile needs updating.

**Next Meeting:**

* To be determined.

**Adjournment:**  4:00 pm. by D. Frood. Unanimously approved.

Respectfully submitted,

Elizabeth Braunworth

PBCLA Secretary