

FRIENDS OF THE STATE LIBRARY AND ARCHIVES OF FLORIDA INC.

DRAFT MINUTES

December 9 and 10, 2021

Via GoToWebinar

Present

Board of Directors

Gloria Colvin
Gene Coppola
Claire Dygert
Kathleen Malloy
Dr. Ramona La Roche
Dr. Jinfang Niu
Sandra Varry
Rachel Walton

Division Staff

Stephanie Boggs
Lindsey Harrington
Darrell Horton
Kymberly Keaton-Emmert
Amy Johnson
Vie Miller
Jennifer Nicholson
Tom Peña

Guests

Janeen Hall
Stacy Thompson
Noelle Mahone

Call to order

The meeting was called to order at 9:06 a.m. Eastern on December 9, 2021. A quorum was noted.

Adoption of agenda

Gloria Colvin moved to adopt the draft agenda. The motion was seconded, and the agenda was unanimously adopted.

Approval of minutes from the October 11 and 12, 2021 meeting

Claire Dygert moved to approve the draft minutes. The motion was seconded, and the minutes were approved.

Introduction of board members, staff and guests

Board members, Division staff and guests introduced themselves.

Financial report

Director's office staff presented the year-to-date budget to the board and an update of the current account balance via the profit and loss worksheet.

Director's comments

Division Director Amy Johnson provided a brief update of Division activities to the board including income from parking garage fees, the success of the annual Florida Public Library Directors Meeting, progress in the Division's negotiations for a digital platform, the five-year evaluation of the federal grant program, the acceptance of the Division's proposal for a preconference session on Friends

groups for the Florida Library Association annual conference, and the distribution of 2022 Florida Memory Calendars.

Business items

The board discussed an upcoming vacancy on the board of directors.

The board also discussed raising the amount of money allocated for the sponsorship of Division partner organizations' annual conferences. Claire Dygert moved to increase the budget allotment for conference sponsorships from \$2,000 to \$6,000. The motion was seconded and unanimously approved.

The board discussed opportunities for supporting the Division with regards to the upcoming digital platform and FLIN SHAREit and celebrating the 25-year anniversary of the library courier service (DLLI).

The board reviewed edits to the bylaws that removed obsolete language and added more detail to the process of nominating and electing members of the executive committee of the board (president, secretary, treasurer). Jinfang Niu moved to approve the edits; the motion was seconded and unanimously approved.

The board reviewed and discussed draft language for an elevator speech and PowerPoint presentation promoting the work of the Friends, and they offered suggested changes to Division staff.

New business

The board discussed planning for the upcoming in-person meeting scheduled for February 2022 in Winter Park. The board also set dates for meetings in fiscal year 2022-2023.

The board discussed joining United for Libraries. Claire Dygert moved that the Friends of the State Library and Archives of Florida begin a membership to United for Libraries at the cost of \$50. The motion was seconded and unanimously approved.

Division records management trainers Stephanie Boggs and Vie Miller presented a proposal to the board requesting \$500 to purchase pens promoting the Division records management program. Sandra Varry moved that the board approve the request. The motion was seconded and unanimously approved.

The board was informed that they are sponsoring a poster session for the Florida Library Association annual conference. This is part of the overall annual sponsorship discussed earlier in the meeting. In addition, The Friends agreed to provide \$500 in funding for the purchase of refreshments for the Division-hosted preconference session.

At the board's request, media specialists from Leon County Schools spoke to the board about the diverse media centers present in the local school system.

Next meeting

The board will meet in Winter Park on February 24, 2022, from 1 to 5 p.m. Eastern and February 25, 2022, from 9 a.m. Eastern to conclusion. A virtual option will also be available.

Public comment

A call was made for public comment and there was none.

Adjourn

Kathleen Malloy moved to adjourn the meeting. The motion was seconded, unanimously approved, and the meeting adjourned at 10:40 a.m. Eastern on December 10, 2021.

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