

FRIENDS OF THE STATE LIBRARY AND ARCHIVES OF FLORIDA INC.

DRAFT MINUTES

June 27, 2022

Via webinar

**Present**

**Board of Directors**

Gloria Colvin  
Gene Coppola  
Claire Dygert  
Dr. Jinfang Niu  
Taryn Rodriguez-Boette

**Division Staff**

Lindsey Harrington  
Kymberly Keaton  
Amy Johnson  
Cathy Moloney  
Tom Peña

**Absent**

Ramona La Roche  
Kathleen Malloy  
Sandra Varry  
Rachel Walton

**Call to order**

The meeting was called to order at 1:00 p.m. Eastern on February 24, 2022. Roll was called and a quorum was noted.

**Adoption of agenda**

Jinfang Niu moved to adopt the draft agenda. The motion was seconded, and the agenda was unanimously adopted.

**Approval of minutes from the May 18, 2022 meeting**

Taryn Rodriguez-Boette moved to approve the draft minutes. The motion was seconded, and the minutes were approved.

**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. Division staff also presented a proposed FY2022-2023 budget to the board for their approval. The board discussed the proposed budget. Taryn Rodriguez-Boette moved to approve the budget as presented with the option to revisit at a later date. The motion was seconded, and the budget was approved. One board member, Gloria Colvin, cast a vote in favor but with reservation.

### **Director's comments**

Division Director Amy Johnson conveyed a message of welcome from Secretary Cord Byrd and provided a brief update of division activities to the board including the upcoming Division Director's Update webinar on July 12, legislative budget cuts, the roll-off of board member Sandra Varry, the upcoming announcement of the Archives Research Stipends, FLA preconference, National Book Festival and receiving Friends donations and payments online. Chief of the Bureau of Library and Network Services, Cathy Moloney, presented a proof for sticky-note books promoting FLIN SHAREit. The board discussed the various purchase options. Taryn Rodriguez-Boette moved that the board fund the purchase of 1,000 sticky-note books at the price of \$1,981. The motion was seconded and unanimously approved.

### **Business items**

The board reviewed and discussed the draft Letter of Agreement for FY2022-2023. Claire Dygert moved that the board approve the Letter of Agreement for FY2022-2023. The motion was seconded, and the Letter of Agreement was approved.

The board reviewed the draft Annual Report for FY2022-2023. Gloria Colvin requested correction of an error, and the correction was made. Gloria Colvin moved to approve the Annual Report for FY2022-2023 as corrected. The motion was seconded, and the Annual Report was unanimously approved.

### **New business**

The board discussed rearranging meeting dates for FY2022-2023 and reducing all but one to a single-day meeting. The new meeting dates were set for:

- October 7, 2022, 9 a.m. – conclusion
- January 6, 2023, 9 a.m. – conclusion
- March 2-3, 2023 (1 p.m. – 5 p.m. on March 2 and 9 a.m. – noon on March 3)
- June 16, 2023, 9 a.m. – conclusion

All times are Eastern, and all meetings will be held virtually, except for March 2-3, 2023. Gene Coppola offered Palm Harbor Library as the location for this in-person meeting with a virtual option.

### **Next meeting**

The board will meet virtually on October 7, 2022, from 9 a.m. to conclusion.

### **Public comment**

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

### **Adjourn**

Jinfang Niu moved to adjourn the meeting. The motion was seconded, unanimously approved, and the meeting adjourned at 3:29 p.m. Eastern on June 27, 2022.