

FRIENDS OF THE STATE LIBRARY AND ARCHIVES OF FLORIDA INC.

MINUTES

June 16, 2023

In person and via webinar

**Present:**

**Board of Directors**

David Benjamin  
Gloria Colvin  
Claire Dygert  
Dr. Ramona La Roche  
Kathleen Malloy  
Susan Swiatosz

**Division Staff**

Amy Johnson  
Robin Martin  
Cathy Seeds  
Rebecca Thomas

**Visitors**

Gloria Bailey  
Karen Smith

**Absent**

Gene Coppola  
Taryn Rodriguez-Boette  
Rachel Walton

**Call to order**

The meeting was called to order at 9:02 a.m. Eastern on June 16, 2023. Roll was called and a quorum was noted.

**Adoption of agenda**

David Benjamin moved to adopt the draft agenda. The motion was seconded, and the agenda was unanimously adopted.

**Approval of minutes from the March 2, 2023 meeting**

Gloria Colvin 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.

### **Director's comments**

Division Director Amy Johnson presented a proposed FY2023-2024 budget to the board based on FY2022-2023 activities. The proposed FY2023-24 budget was not distributed with sufficient time prior to the meeting. The proposed budget will be discussed and adopted at the October meeting. Any immediate expenditures required would be approved as outlined in the by-laws.

Other items of note are the Sunshine State Library Leadership Institute (SSLLI) graduation to be held on Friday, July 14, 2023, in the R.A. Gray Building and an Institute of Museum and Library Services federal funding site visit that was completed on June 12-14. In addition, the virtual Division Update will be held on July 12 at 11 a.m. Eastern.

### **Business items**

The Ad Hoc Fundraising Committee meet on April 28, 2023. Board members Gene Coppola and Taryn Rodriguez-Boette attended. Both Board members were unable to attend the June Board meeting therefore a report to the full Board will be provided at the October meeting.

### **New business**

The board reviewed the draft Annual Report for FY2022-2023. Claire Dygert moved to accept the Annual Report with discussed modifications. The motion was seconded, and the Annual Report was unanimously approved.

The board reviewed and discussed the draft Letter of Agreement for FY2023-2024. Gloria Colvin moved that the board approve the Letter of Agreement. The motion was seconded, and the Letter of Agreement was approved.

Two members of the Friends of the African-American Research Library and Cultural Center of the Broward County Libraries Division made a presentation explaining the fundraising and projects of the group.

### **Unfinished business**

The board discussed meeting dates for FY2023-2024, all but one to be a single-day meeting. All meetings are in-person with a virtual attendance option. The dates for the 2024 meetings will be finalized at the October 2023 meeting.

- October 12-13, 2023 at the Palm Harbor Library
- January 2024, date TBD, 10:00 a.m. - conclusion
- March 2024, date TBD, 10:00 a.m. - conclusion
- June 2024, date TBD, 10:00 a.m. - conclusion

All times are Eastern.

### **Next meeting**

The board will meet October 12-13, 2023.

### **Public comment**

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

## **Adjourn**

Dr. Ramona La Roche moved to adjourn the meeting. The motion was seconded, unanimously approved, and the meeting adjourned at 11:21 a.m. Eastern on June 16, 2023.

DRAFT