

FRIENDS OF THE STATE LIBRARY AND ARCHIVES OF FLORIDA INC.

MINUTES

March 25-26, 2024

In person and via webinar

Present:

Board of Directors

David Benjamin
Gloria Colvin
Claire Dygert
Kathleen Malloy
Susan Swiatosz
Rachel Walton

Division Staff

Amy Johnson
Weston Funcheon
Katrina Harkness
Kymberly Keaton
Robin Martin

Visitors

Sheila Leach
Jennifer Salas
Florida Channel

Absent

Ramona La Roche

Call to order

The meeting was called to order by President Claire Dygert at 1:38 p.m. Eastern on March 25, 2024. Roll was called and a quorum was noted.

Adoption of agenda

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

Approval of minutes from the December 15, 2023 meeting

Susan Swiatosz moved to approve the draft minutes. The motion was seconded and the minutes were approved.

Financial report

Treasurer David Benjamin, with Division staff assistance, presented the year-to-date budget and an update of the current account balance via the profit and loss worksheet. The addition of budget line items to reflect research stipend amounts encumbered in the previous fiscal year was discussed.

Division Director comments

Division Director Amy Johnson provided the information that there are currently two Board vacancies. She advised that a decision was made to discontinue the Friends newsletter due to the Division already having a number of available newsletters. Out of eight new research stipend

applicants, two had been selected, with the first one already at the Division. The Division will now be providing monthly budget distributions to the board.

Jennifer Salas, Director of the Martin County Library System, and Sheila Leach, President of the Friends of the Martin County Library System, made a presentation discussing funding and fundraising.

Katrina Harkness, the Division's Adult Learning Consultant, provided an overview of the Adult Learning and Literacy Program and how it supports Florida library staff in enhancing the learning experience of all adult patrons.

Unfinished business

Board members reviewed the bylaws and the plan. Changes to both documents will be approved at the June meeting.

New business

The board officers decided to hold Executive Committee meetings in preparation for the full board meetings. The meetings are scheduled as follows:

- September 23, 2024, 11 a.m. – 12 noon Eastern
- December 16, 2024, 11 a.m. – 12 noon Eastern
- March 24, 2025, 11 a.m. – 12 noon Eastern

The board discussed meeting dates for FY2024-2025; all but one will single-day meetings. The meetings are scheduled as follows:

- October 7, 2024, 9:30 a.m. Eastern until conclusion
- January 13, 2025, 9:30 a.m. Eastern until conclusion
- April 7-8, 2025, 1:30 p.m. Eastern until conclusion, in-person location to be determined
- June 9, 2025, 9:30 a.m. Eastern until conclusion

Next meeting

The Executive Committee will meet May 20, 2024, 11 a.m. – 12 noon Eastern. The board will meet June 14, 2024, 9:30 a.m. Eastern until conclusion.

Public comment

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

Adjourn

Treasurer David Benjamin moved to adjourn the meeting. The motion was seconded, unanimously approved, and the meeting adjourned at 11:19 a.m. Eastern on March 26, 2024.