

**Florida Library Association
Board of Directors Meeting Minutes
March 18, 2022, 11:00AM – 12:16PM**

BOARD MEMBERS PRESENT

(VM = Voting Member)

Voting Members

Shane Roopnarine, Vice President, President Elect (VM)
Laura Spears, Past President (VM)
Marina Morgan, Secretary (VM)
Matthew David, Treasurer (VM)
Ray Baker, Region 1 Director (VM)
Sonya Chapa, Region 2 Director (VM)
Natalie Houston, Region 3 Director (VM)
Alyssa Koclanes, Region 4 Director (VM)
Michael Sullivan, Region 5 Director (VM)
Keila Zayas-Ruiz, Region 6 Director (VM)
Heather Sostrom, ALA Councilor (VM)

Non-Voting Members

Vanessa Reyes, Representative from University of South Florida
Cheryl Wolfe, DEIA Committee Chair
Robert Stuart, GrayRobinson

BOARD MEMBERS ABSENT

(VM = Voting Member)

Phyllis Gorshe, President (VM)
Amy Johnson, Division of Library and Information Services
Leila Gibradze, Representative from Florida State University
Eric Head, Advocacy and Legislative Committee Chair

FLA STAFF

Karen Layton, Communications and Events Manager
Jennifer Pratt, Interim Executive Director

1. Quorum and Agenda Review

- A. Call to Order: Shane Roopnarine, Vice President, President Elect, called the meeting to order at 11:00AM.
- B. Establishment of quorum: Marina Morgan, Secretary, confirmed that a quorum was present at that time.
- C. Ex-Officio Reports
 - Robert Stuart, GrayRobinson, provided a brief update on funding and the legislative session. The House and Senate released the Supplemental Funding list which included the baseline of \$17 million,

plus \$2 million in additional state aid money for the coming fiscal year in the Department of State's recurring based budget. Additionally, there was a specific line in the budget for \$2 million for the Career Online High School. It needs to pass the governor's power veto.

- Amy Johnson, State Librarian and Director of the Division of Library and Information Services (DLIS) was absent; no report at the time.
- Jennifer Pratt, Interim Executive Director, provided a brief report.
 - Membership committee is preparing a welcome table at the FLA conference to engage with members.
 - Advocacy – Engage site is updated to include a thank you to legislators
 - Committees and Meetings - attended Public Library Director meeting and encouraged members to vote and to apply for an award; there were 47 submissions
 - Call for committee members open until March 30th; 28 people signed up.
 - LSTA grants - drafts included in the Google folder; Board needs to approve them; application deadline is April 1st, 2022.
 - Conference Breakfast with Friends event on the morning after the pre-conference - \$45 for a full breakfast, round table discussions, followed by the opening session; 19 people signed up
 - Conference - 174 registrations (33 academic and 124 public; 29 virtual and 137 in-person)
 - Director search - presented a comparison document of Management Association Activities to current activities by FLA staff and contracts to the Human Resources committee.
 - New search for a journal editor; please contact Karen Layton, Communications and Events Manager for more details.

2. Consent Agenda

A. Minutes of February 18, 2022, Marina Morgan, Secretary

- Michael Sullivan, Region 5 Director, moved to approve the minutes. Matthew David, Treasurer, seconded. No further discussion. Motion passed unanimously.

3. Financials (Matthew David, Treasurer)

A. Budget as of February 28, 2022

- Income:
 - Membership dues at 87% mark; exceeded our goal, with \$147,609 as of the end of February;
 - Conference at 36% overall, registrations at 10% mark;
 - Total income at 65% mark, with \$220,629 out of \$340,067 goal for the year.
- Expenses:
 - Conference 16% expended with \$20,951 out of the \$127,000 anticipated;
 - Operations – fees fixed in the spreadsheet;
 - Professional fees – fees for reports and finance management total \$6,174;
 - Staff expenses at 16% mark with \$25,952;
 - Total expenses at 15% mark, with \$59,880.

- Bottom line projected for the year to be in the negative at -\$55,243. So far \$160,750 income compared to expenses.
- B. Balance Sheet as of February 28, 2022,
- Total operating account \$178,207.84
 - Total Hancock Money Market account \$231,190.84
- C. Sonya Chapa, Region 2 Director, made a motion to approve financials as submitted. Laura Spears, Past President, seconded. No further discussion. All in favor. Motion passed unanimously.

4. Old Business

- A. Nominating Committee, Election Update – Laura Spears
- Laura Spears, Past President, reported that we had a good election with 148 members voting.
 - Per the bylaws, the results cannot be shared with the Board before Shane Roopnarine, Vice President, President Elect, contacts each candidate with the election results.
- B. Bylaws Task Force Update – Shane Roopnarine
- Shane Roopnarine, Vice President, President Elect reported that the Bylaws Task Force Committee did not meet in February. The committee will add another member and will work on the bylaws as they transition to a new Board after the FLA Conference.
- C. Advocacy Committee Report - Eric Head
- Eric Head, Advocacy and Legislative Committee Chair was absent; no report at the time.
- D. Human Resources Committee Update – Shane Roopnarine
- Shane Roopnarine, Vice President, President Elect, reported that Laura Spears, Past President, will roll off the Human Resources (HR) Committee after the FLA Conference. Phyllis Gorshe, President, sent out an email to committee chairs for a new HR Committee member.

5. New Business

- A. Image Guidelines Statement, Cheryl Wolfe
- Cheryl Wolfe, DEIA Committee Chair, reported that the Image Guidelines Statement that was shared with the Board in January was brought back to the DEIA Committee; the committee took the Board's feedback and incorporated it into the statement; they are still working on revisions and deliberate on what elements should be released publicly.
 - Chair Natalie Houston, Region 3 Director and liaison to the Communications Committee asked whether the DEIA Committee will share a draft with the Communications Committee as the Image Guidelines will be applicable to FLA promotional materials. Laura Spears, Past President, noted that the Image Guidelines Statement is still a work in progress and will be shared with the Communications Committee and the Board at an appropriate time.
- B. LSTA Grant Applications - Jennifer Pratt
- Jennifer Pratt, Interim Executive Director, reported that the two Fei Grants have been submitted, each for \$25,000:
 - Hybrid FLA Conference in 2023 application
 - Florida Public Library Standards 2022
 - Laura Spears, Past President made the motion for the Board to accept the applications as submitted, and for Phyllis Gorshe, President, to review and sign the applications in order for them to be submitted for review to LSTA.

Michael Sullivan, Region 5 Director, seconded. No further discussion. All in favor. Motion passed unanimously.

- Jennifer Pratt, Interim Executive Director, asked for a letter of support from any Board member in support of the applications. Laura Spears, Past President, suggested requesting a partnership letter from the State or vendors who would be part of the virtual conference.

C. Statement on Privatization - Shane Roopnarine

- Shane Roopnarine, Vice President, reported that he, Ray Baker, Region 1 Director, and Phyllis Gorshe, President, worked on revising the Privatization Statement. The Statement is now concise, and firmer in terms of the FLA Board's support.
- Sonya Chapa, Region 2 Director, made a motion to approve the Statement as presented; Ray Baker, Region 1 Director, seconded. No further discussion. All in favor. Motion passed unanimously.
- Statement on Privatization

6. Announcements/Other Reports/Member Comments

A. ALA Councilor Report

- Heather Sostrom, ALA Councilor, reported that during the virtual ALA Council meeting on March 10, when the resolution to support school and services librarians, ALA Councilors were interested in Florida's response. Heather Sostrom, ALA Councilor's response was that based on the recent Freedom to Read Initiative, she would support ALA's resolution.
- Shane Roopnarine, Vice President, President Elect, mentioned that the Intellectual Freedom Committee is going to put together a new forum for challenge reporting, and they're working on updating manuals. This will result in updating resources available to the State for challenge support.
- Keila Zayas-Ruiz, Region 6 Director, mentioned that in her work with cultural heritage organizations, there have been a lot of questions regarding certain metadata description fields; many organizations are now offering training on description and inclusive description practices.

B. Director Committee Liaison Updates

- Awards and Honors: Matthew David, Treasurer, reported that the Committee was aiming to score all the awards submissions by March 25, and submit them to Karen by March 31.
- Communications: Natalie Houston, Region 3 Director reported that the committee has been sharing more content with the FLA Conference and awards submissions; there has been a small increase in the number of followers and participants in social media; they are considering using Slack free non-profit account.
- Conference Planning: Alyssa Koclanes, Region 4 Director reported that the FLA registration is right on track.
- DEIA: Cheryl Wolfe, DEIA Committee Chair, reported that the next Diversity Discussion will be on April 19 at 2pm. The book selected for discussion was "I Was Their American Dream: A Graphic Memoir by Malaka Gharib"
- Intellectual Freedom Committee - Michael Sullivan, Region 5 Director, reported that they are working on updating the intellectual freedom manual and they are putting together a panel for the upcoming conference.
- Membership Committee: - Keila Zayas-Ruiz, Region 6 Director, reported that the committee is putting together promotional materials for the membership

table at the FLA Conference. Board members interested in helping with the table can sign up

- Professional Development Committee: Sonya Chapa, Region 2 Director, reported that all Professional Development Subcommittees are working on their poster or breakout sessions.
- USF updates: Vanessa Reyes, Representative from the University of South Florida, reported that USF has an active student organization and the iSchool is in support of students who will be attending the FLA conference.

7. Adjourn

- A. Shane ended the meeting at 12:16PM. Keila Zayas-Ruiz, Region 6 Director, made a motion to adjourn seconded. Heather Sostrom, ALA Councilor seconded. No further discussion. All in favor. Motion passed unanimously.
- B. Next scheduled Board of Directors Meeting: April 15, 2022, at 11:00AM.