**PBCLA Board Meeting Minutes**

**South University**

**July 18, 2017 – 3:00pm**

**Present**:

Clifton Barefoot , ,Elizabeth Braunworth, Graham Brunk, Dawn Frood, Russell Gift, Chris Jankow, Michelle Keba (phone), Alyse McKeal, Josh Stone, Chandra Thornton, and Amanda Woolf

**Absent**:

**Call to Order**:

The meeting was called to order at 3:00 pm. by the President, Dawn Frood.

**Approval of Minutes:**

* **Motion: To approve the minutes from the June PBCLA Board Meeting (6/13/17) with amendments. Motion made by J. Stone and seconded by C. Thornton. Unanimously approved.**

**Treasurer’s Report**:

* Treasurer reported that as of June we have a balance of $5,638.63.

**President’s Report**:

* Website Update
	+ D. Frood provided screenshot handouts of the current PBCLA page and wanted feedback.
		- Items discussed:
			* Create a History tab
				+ G. Brunk and J. Naughton compiling a book about local library history and the history of PBCLA.

Proceeds from book sales will be donated to PBCLA.

* + - * Create a Store/Support tab
				+ J. Stone will look into this further to make sure it does not violate nonprofit status
			* PBCLA Policy and Procedures button
				+ Google.docs
				+ Embedded links
			* Approval of new layout discussed.
* Sunbiz Update
	+ Currently, on the site of Sunbiz, it shows the previous board. In January 2018 it will show new Board of Directors.
* SEFLIN Conference
	+ July 27, 2017. D. Frood and E. Minor will man the PBCLA booth. J. Stone will provide PowerPoint used at last annual meeting.
	+ D. Frood will be meeting with Miami Dade and Broward library associations respectively.
		- Library tours will be discussed
* Job Exchange
	+ D. Scott updated information on Job Exchange. G. Brunk would like to know the stats of the program.

**COMMITTEE REPORTS**

**Advocacy and Outreach**

* Chair – M. Keba
	+ Eight members total
	+ Will meet (phone conference) in early August to discuss library tours.

**Bylaws**

* Chair **– A. McKeal**
	+ **Waiting to hear back from two members.**
	+ **D. Frood wanted to revisit the search engine sponsorship idea proposed by a company that contacted us. It was agreed that a lawyer or paralegal should guide our decision.**

**Marketing & Communication Committee:**

* **Chair – K. Crisco**
	+ **C. Barefoot is interested in possibly joining/chairing committee.**

**Membership Committee**:

* Chair - C. Jankow
	+ 71 members.
	+ C. Thornton asked to join committee.
	+ D. Frood proposed previous idea of staggering memberships.

**Nominating Committee:**

* **Chair – M. Barry**
	+ **N/A**

**Professional Development Committee:**

* Chair – J. Webb
	+ G. Brunk suggested a form so supervisors can attest that the person being awarded this monetary amount is in fact using it for professional development.

**Fundraising Committee**:

* Chair – M. Gunning
	+ D. Frood suggested that Fundraising and Programming Committees work together on events.

**Programming Committee:**

* Chair – J. Stone
	+ Talk and Taste/Mix and Mingle
		- 8 per year
			* 4 Programming
			* 4 Fundraising

**Technology Committee:**

* Chair - G. Brunk
	+ LinkedIn PBCLA profile needs updating.

**Next Meeting:**

* To be determined.

**Adjournment:**  4:00 pm. by D. Frood. Unanimously approved.

Respectfully submitted,

Elizabeth Braunworth

PBCLA Secretary