



**ABOS Board Meeting Minutes**  
**Conference Call**  
**January 29, 2010**  
**12:00 pm Central Time**

**Present**

Kathy Totten, President and Conference Chair  
Mary Anne Marjamaa, Vice President/President Elect  
Edith Isele, Treasurer  
Kathleen Butzen, Secretary  
Willow Gale, Board 2010-2011  
Jose Maldonado, Board Member 2010-2011  
Jody Olivieri, Immediate Past President  
Margie Brumm, Board Member 2009-2010  
Pattie Johnston, Board Member 2009-2010

**Absent**

Theresa Gemmer, Board Member 2010-2011  
Karri Marshall, Immediate Past Treasurer  
Pattie Johnston, Board Member 2009-2010  
Brad Thomas, Board Member 2009-2010

**Call to Order and Welcome**

- Kathy Totten called the meeting to order and directed Board Members to the Yahoo Group for minutes. Kathy Totten, Jody Olivieri and Theresa Gemmer are all administrators for the site and will work on deleting old stuff off the site in an effort to be better organized.

**Approval of Minutes**

- Mary Anne Marjamaa made a motion to accept amended minutes and Margie Brumm seconded. Minutes approved.

**Old Business**

**Non Profit Registering with Attorney General**

- Kathy Totten asked Jody Olivieri for an update on registering with the Illinois Attorney General as a non-profit organization. Jody Olivieri is working on filling out all the forms with Edith Isele. Karri Marshall sent the \$15 check so; at this point we are waiting for the documents from the Attorney General's office. Jody Olivieri stated that once this is done, we will have tax exempt status as a non-profit organization in the State of Illinois. We will also need to register annually by the date we originally filed along with paying a small fee.

**Membership List**

- Kathy Totten stated she feels the membership list is confusing and she is not sure who our members are since BCR does not provide us with a clear list of names. Edith Isele said she will follow up with BCR and will create an Excel spreadsheet

with the paid members' names. Willow Gale asked if BCR sends membership renewal notices. Edith Isele confirmed that BCR does send renewal notices.

### **2010 Conference Update**

- Kathy Totten wanted to know if received 2009 conference fees from the vendors. Edith Isele stated that Mathews Specialty Vehicles and Specialty Vehicle Services, LLC paid, but she is not sure we received a check from Farber or OBS. Edith Isele said she would like some time to review the account books to verify this information for the Board. Kathy Totten said that if we did not receive all the fees from all the vendors, then this may mean that we have a bigger profit from the 2009 Conference. Jody Olivieri said this extra money would be used to ensure that future conference can be held in the years when we do not make a profit.
- Kathy Totten stated that Theresa Gemmer sent the conference evaluations and that they have been very helpful with planning this year's conference. Kathy Totten stated that planning is going well for the 2010 Conference and noted that the conference chair for ARSL is very task oriented and that our group is less formal.
- We need to work on Workshop Proposals, so Kathy Totten sent a link, via email to the Board members, which asks for suggestions for workshops. Jody Olivieri and Mary Anne Marjamaa are working chairing the Workshop Proposals and will be sending out a call for ideas and volunteers to the list-serv. The deadline for programs proposals is February 20. Kathy Totten asked if we have anyone yet and Mary Anne Marjamaa said no. Willow Gale asked who the form goes to when it is filled out? Mary Anne Marjamaa said it goes to us, but that when looking at the form on the ABOS website, it does not indicate prominently that the form is going to both ABOS and ARSL. Kathy Totten stated that is because it is linked from their website. Kathy Totten asked that we all share the link with others so we can get some workshops scheduled.
- Kathy Totten noted that the joint conference is holding three pre-conferences. Perhaps this is something we could do in the future. Gale Willow asked whether this would involve an extra fee and Kathy Totten indicated that it would.
- Kathy Totten reviewed evening plans for a social with a DJ and hors d'oeuvres. There will also be local people who will take conference attendees to dinner in groups. On Friday night there will be a magic show. Willow Gale commented that past conference attendees asked for evening activities but, did not always show up for the planned event. Kathy Totten asked the Board if we should charge a fee so people will commit. Jody Olivieri asked if we do not charge a fee, where will the money come from to pay for the extra program events. At \$200, Kathy Totten stated that the conference cost is a bit more than last year. Jose Maldonado asked why the cost is going up. Kathy Totten said that the fee was a compromise between ARSL and ABOS. ARSL charged \$240 for their conferences and we charged \$160. Kathy Totten stated that ARSL wanted to keep it at \$240, but that she negotiated down to \$200. Jody Olivieri added the cost of AV continues to increase and has become one of the major expenses of putting on a conference. Kathy Totten commented that increasing the conference fee to \$200 may mean that we will not be able to go back to charging only \$160 for future conferences.

### **Memo of Understanding with ARSL**

- Kathy Totten is preparing a Memo of Understanding (MOU) to present to ARSL regarding conference sharing conference expenses and profits. Mary Anne Marjamaa stated that ABOS gets more money from Bookmobile vendors, so that money should go to ABOS. Kathy Totten stated that ARSL has a larger number of vendors, but that they are smaller. Board discussion ensued regarding costs for table vendors, bookmobile exhibit space, electric, table drapery and conference sponsorship of social events, bags, lanyards, etc...Kathy Totten will make sure the MOU reflects an equitable split of all with ARSL.

### **2012 Conference**

- Willow Gale did some very preliminary research for possible locations for a conference in Charlottesville, VA. Three possibilities are, The Omni Hotel, which is walking distance to the downtown area, The Doubletree Hotel, near the airport and possibly The Hampton Hotel, which is close to the University. Willow Gale stated that there is a lot to do in Charlottesville and is packed with historical activities for tourist. Willow Gale understands that the biggest consideration will be if there is enough parking for the Bookmobiles.
- Mary Anne Marjamaa agreed with Willow Gale regarding Bookmobile parking, but added the second most important consideration is price of hotel rooms and conference fees. This is something that is generally negotiated and that taking on the responsibility of being the “feet on the street” requires a lot of time and commitment. Willow Gale will need to be available to do this. Mary Anne Marjamaa asked Willow Gale if she had the time to do this since essentially, her Bookmobile service is a one-woman operation. Willow Gale said this was something she did not fully think about, but that it was a good point. Willow Gale stated she thought she was just locating a site for the next conference, not necessarily being the conference chair. She stated she will need to think more about this.
- Kathy Totten asked whether there direct flights into Charlottesville as this will be something that conference attendees will consider when deciding whether or not to come to the conference. Willow Gale did not think there are any direct flights into Charlottesville. Mary Anne Marjamaa added that having the conference on the East Coast is important to our members and vendors. Board discussion ensued with suggestions of Richmond, VA, Williamsburg, VA, or even North Carolina. In the past, our major vendor, Matthew’s Specialty Vehicle has offered to help facilitate a conference in North Carolina. Kathy Totten suggests that the Long Range Planning committee should work on this. Edith Isele and Pattie Johnston said they would help with this.

### **National Bookmobile Day**

- Kathy Totten shared news from Kevin Walsh and ALA about plans and toolkit materials for National Bookmobile Day. There is a link on ALA’s webpage to toolkit and Wiki. Mary Anne Marjamaa said she will instruct Rose Huling to set-up digitized photos on the ABOS website. Jody Olivieri

stated that Therese Gemmer and Brad Thomas have archival photos that could be added.

### **Closing Comments**

- Kathy Totten is working on reassigning committee chairs. Jody Olivieri said award committee chairs need to change. Mary Anne Marjamaa reminded the Board that some committee chairs are already assigned per the By-Laws.
- Kathy Totten wanted to know if anyone was going to ALA Conference in June and would interested in participating in a roundtable discussion. Mary Anne Marjamaa suggested putting it on the list-serv.
- Jody Olivieri asked that anyone bringing their Bookmobile to the ALA Conference or if they know of any local Bookmobilers she can contact, to let her know.
- Pattie Johnston made a motion to adjourn and Jose Maldonado seconded. Meeting adjourned at 1:25 pm, central time.

**Submitted by Kathleen Butzen**  
**ABOS Secretary**  
**March 4, 2010**