

ABOS Board Meeting Conference Call  
March 12, 2009  
2:00 pm Central Time

Present:

Jody Olivieri, President  
Karri Marshall, Treasurer  
Kathleen Butzen, Secretary  
Margie Brumm, Board Member 2009-2010  
Brad Thomas, Board Member 2009-2010  
Pattie Johnston, Board Member 2009-2010  
Theresa Gemmer, Past President & 2009 Conference Committee Chair  
Edith Isele, Past Treasurer  
Mary Anne Marjamaa, Board Member 2008-2009

Absent:

Kathy Totten, Vice President/President Elect  
Martha Buckner - Board Member 2008-2009  
Tena Wilson - Board Member 2008-2009

1. Call to Order:

- Jody Olivieri welcomed Board and opened with explanation of cost & how the conference call works.

2. Approval of Minutes

- Motion by Margie Brumm to accept the minutes from previous meetings was made and passed.

3. New Business

- a) Comments and suggested persons to chair the nomination committee for *The John Phillip Award* were made. Margie Brumm will chair.
- b) Theresa Gemmer gave a conference update.
  - "Honoring the Past, Creating the Future" October 7-9, 2009 in Everett, Washington She Reported the Everett Holiday Inn has plenty of room for programs, including the ability for vendors to lock down rooms and lots of room in the back parking for vehicles. Debra Samson from Kane County Library Systems will plan a "round-up" of local Bookmobiles. Shuttle Express from airport to hotel is set-up for pre conference registration via their website, <http://shuttleexpress.hudsonltd.net/res?USERIDENTRY=ABOS09&LOGON=GO>. (Jody Olivieri will ask Rose Huling to update webpage.) Bonnie Gerken from Sno-Isle is working with a transit representative to put together do-it-yourself transit tours to various local sites and sights, which may include Mosquito Fleet (small tour boat rides) or Charter boat rides to San Juan Island The transit station is very close to the hotel and safe.
- c) Brad Thomas indicated that his Library Director did not approve the use of their library's graphic artist to work on the logo for the conference. Both Karri Marshall and Margie Brumm volunteered there services. It was decided that Margie Brumm will work on logo and will need photos of Pegasus, graphics, etc...

Jody Olivieri & Theresa Gemmer are working on give-a-way bags for the conference.

Conference fees discussed- \$160 member, \$200 non member & \$39 for joining ABOS. Jody Olivieri asked if an advance registration date is needed. *(All agreed.)* BCR is working on wording of the return policy; all agree it needs to be prominent.

Suggestions for Friday lunch were discussed. Therese Gemmer suggested doing the same as last year and offering free lunch. Mary Anne Marjamaa suggested another Spud-o-Rama, like last year. Group agreed and felt a speaker was not needed at Awards Lunch. *(All agreed)*

Mystery night pending.

Theresa Gemmer reviewed the program proposals from last year and will put a "call out" for programs & presenters.

Theresa Gemmer stated she felt the conference committee chair should be a local person. She felt this was important for the ease in planning the conference. The 2010 conference will be in Denver. Possible dates in Sept. or Oct. are being reviewed. A consideration is that certain times of the year are cheaper than others. Edith Isele asked that we remember not to hold the conference during the Jewish high holidays. *(All agreed.)*

- d) Jody Olivieri stated that membership is down and we need to think of ways of increasing membership. Mary Anne Marjamaa suggested marketing the conference as a continuing educational opportunity or give out certificate of attendance. Attendees could earn education credits either, LEUs or CEUs. This may encourage Library directors to send staff to the conference. Mary Anne Marjamaa agreed to research this possibility. Brad Thomas suggested contacting the state libraries, holding a membership drive or giving incentives, such as first time attendee discount. Brad Thomas also suggested that the incentive may need to be more than a dollar off conference registration. Theresa added that a membership includes 20% off conference registration & a pin could be included with membership. Kathleen Butzen suggested entering registrant's names in a raffle to win free conference registration. Jody Olivieri said this may require a line item increase in the budget for marketing. Patti Johnston volunteered to help marketing committee. Jody Olivieri would like to see state libraries offer conference scholarship, much like the Association of Rural and Small Libraries receive. Also, we should try to establish scholarship relationship with BCR.
- e) Some budget lines need to be increased for conference budget, including movie/mystery night, marketing, supplies and postage. Perhaps an overall line item increase in last year' budget.

Jody Olivieri reminded group that we cannot spend money that is not in the budget, so we would need to increase line item amounts.

Conference budget is separate from main budget (annual budget)

Jody Olivieri indicated we need to add BCR's maintenance/service fee to budget. Karri Marshall will call BCR to find out the service fee.

Bonding fee cost for president and treasure should be added. A \$50,000 (not the cost of the policy) policy should cover for both named in same policy. *(All agreed)*

Edith Isele & Karri Marshall are working on 501 c3 status. Edith Isele reminded the Board that for tax purposes, the working budget for last year is used.

Jody Olivieri asked whether we should increase marketing budget. Brad Thomas asked for clarification on what comes out of the marketing budget. In particular, is ABOS merchandise come from the marketing budget? Brad Thomas also asked for clarification on whether presenter's registration fees for ABOS conference are waived.

Jody Olivieri said registration fees that are waived should be part of the conference budget, not the main annual budget. *(All agreed)*

Jody Olivieri would like to see ads in professional journals, with ALA, PLA or SLJ? Pattie Johnston will get cost for ads.

Edith Isele reminded group that there is a \$750 fee for the 501(c) 3 application that needs to be added to the budget. BCR is not providing 501 (c) 3 coverage for us, so we need to apply for and pay the fee for 501(c) 3. Deadline for 501(c) 3 application is April 5. Karri Marshall & Edith Isele will get it done.

Jody Olivieri suggested an increase in postage cost for the budget. (All agreed)

Karri Marshall asked about increasing supplies. (All agreed)

Jody Olivieri and Karri Marshall will review budget and submit revisions to board for approval.

Mary Anne Marjamaa reminded us that 501(c) 3 is important for vendors.

Jody Olivieri said that ASRL is charging ABOS a \$150 for an Institutional Membership fee. Mary Anne Marjamaa suggested that ASRL should be charged \$150 for joining ABOS. (All agreed) Edith Isele reminded the group that we would need to amend our bylaws.

Edith Isele reminded group that we need a working budget (\$10,000) and that money should be transferred from BCR to cover this. Karri Marshall will verify how much BCR has in our account. She also said the CD with Edward Jones is coming due. Karri Marshall will check with BCR but added we need a better way to keep a balance of our accounts. Jody Olivieri tabled account issues until next meeting. (All agreed)

- f) Jody Olivieri said we need to add \$110 to the budget for the ALA affiliation fee. Since ABOS president will represent our organization at ALA conference, the president's fee should be paid for by ABOS. (All agreed) Jody Olivieri asked if we should compensate speakers at conference. Perhaps a portion of speakers could be compensated. We would need to add line item to budget if we do this. Mary Anne Marjamaa said she has presented at conferences before as was not compensated. Jody Olivieri asked for help at the ALA conference manning the booth and asked for marketing and brochure ideas.
- g) Website (not discussed)
- h) Jody Olivieri asked that everyone send her via email (ASAP) their preferences for monthly meeting dates and times.
- i) Journal publications (not discussed)

#### 4. Old Business

- a. Jody Olivieri said she has received feedback that there is some confusion about how long someone can serve on the awards committee. To avoid bias, no one should serve more than one consecutive year. Edith Isele stated this should be inserted in the bylaws. (All agreed.)

Jody Olivieri asked that we review membership fee structure, which will need to go to the membership for vote.

Jody Olivieri asked that everyone please review bylaws posted on the yahoo group, make comments, initial and date (ASAP) so they can be ready for the next board meeting in April.

- b. Speakers Bureau (tabled)

Closed the meeting at 3:55 pm central time.

Submitted by Kathleen Butzen, ABOS Secretary, March 23, 2009

Amended with corrections by Kathleen Butzen, ABOS Secretary, September 4, 2009