

LAB Executive Board Meeting - Minutes

May 21, 2024. 5:15-6:15 - Online

Board Members - Deborah Anderson (DFA), President; Holly Tkaczyk (HT), Treasurer; Denise Ambrosait (DMA), Membership Chair. Mauri Baumann (MB), Vice President – absent; Secretary, vacant.

Notetaker – HT

Minutes 02.5.2024 (DMA) and 3.21.2024 (DFA) – receive, review, and approve.

- 1) Quarterly report to membership – pending on finalized first quarter 2024 Minutes.
- 2) Treasurer's report – HT - \$770.71
- 3) Programming, 2024–
 - a) Continuing Education – AI, including Chat GPT, etc. by Dr. Scott Tilly.
 - i) Successful! Dr. Tilly was an engaging and entertaining speaker. Fifteen in attendance – LAB members and the public
 - Presentation went well. We need to remember to designate a photographer at all events.
 - b) **Banquet – Summer, July. Planning**
 - i) Date: Fri. 7/19 or Sat. 7/20 evening
 - ii) Venues are being investigated.
 - c) **Community involvement – NAACP Community clean-up on Florida Ave., June 29, 2024, 8am.**
 - i) Kathy Turner volunteered to be LAB point of contact. Unfortunately, all Board members are unavailable on that date.
 - ii) Send out announcement to membership - DFA
 - d) Theater night – Fall – Will discuss at next meeting.
 - e) Library Tour. Self-guided tour discussed. Stamps/stickers. Prize. Deadline for completing the card. DFA said it's been done successfully in public libraries in other states. BPL did a similar activity for their libraries and patrons. Florida Tech is open to the public. Holly will check with Dr. Cronk-Raby to see if it would be possible at EFSC.
 - f) Review 2022 membership survey result. Discussion tabled until the next meeting.
- 4) Membership
 - a) Directory – DMA Completed. Uploaded to Google drive. Needs final review by DFA, HT, and MB. Deadline Summer Banquet deadline.
 - b) Bylaw edits reviewed, approved, and finalized. Upload to Google Drive (DFA). Post on LAB webpage.
 - c) List of past-presidents – Completed (DFA)

- d) Memorial page to be included in 2023-2024 – Decided to not pursue due to the difficulty of keeping it updated. There is a list of past presidents for reference.
- e) Membership Directory, including list of Past Presidents and updated By-Laws – distribute prior to Summer Banquet. We won't post the Directory on the LAB webpages. We will post the bylaws on Webpage once completed and approved.
- f) Pending items – Outreach to leadership of local library associations (i.e. BAME) and local libraries. DFA

5) Website and Social Media:

- a) WordPress – ongoing updates. DFA
 - i) Google keyword planner - DFA (pending)
- b) Social Media –
 - i) All can post to LAB FB Group. LAB FB Organization page with the largest members is still locked. Must tag Organization page from Group page. Still an ongoing problem to solve.
 - ii) Instagram – DMA Denise started an LAB Instagram page, but we haven't posted anything on it yet. HT and DFA found it and followed it.

6) Historical documents

- a) MB has archival LAB boxes. Contents will be reviewed at future F2F meeting and transferred to President at that time.

Next Meeting date: Wed. June 12, 2024 at 5:15 p.m. at the West Melbourne Library.