

LAB Executive Board Meeting – Agenda and Minutes

February 5, 2025. 6:00pm EFSC Cocoa

Board Members - Deborah Anderson (DA), President; Vacant, Vice President; Holly Tkaczyk (HT), Treasurer; Valerie Gallucci (VG), Secretary; Nancy Maloney (NM), Membership Chair

Present: Deborah Anderson, Nancy Maloney, Valerie Gallucci, and Holly Tkaczyk

Notetaker– VG, Secretary

Call for additions/corrections to today's agenda. **None.**

- 1) st Quarter report 2025– Upon Board approval of 01.22.2025 and 02.05.2025 minutes, DA will email membership with link and update. **1/22 minutes were approved.**
- 2) Vice President, Mauri Baumann, resigned. DA will email membership for volunteers.
- 3) Treasurer's report – HT **The LAB account has \$492.11 remaining after DA paid the yearly fees for Wordpress platform and domain (\$67) and the Email Dodo (\$12.10).** There have also been recent donations and membership dues paid through NEFLIN that will take time to process and be deposited into the account. HT will contact Brad from NEFLIN about updating the wording for the donation option.
- 4) Programming, 2024–2025:
 - a) Community involvement - Next clean-up event The spring cleanup will be on April 5 from 8-9 AM on Florida Avenue in Palm Bay in conjunction with the Melbourne Trash Bash. The dates for the rest of the year are 7/12 and 10/18. DA will send a save the date email for all events and subsequent reminders as events get closer.
 - b) Florida Tech, Evan's Library – 40th Anniversary Events
 - (1) DA and Kathy Turner represented LAB at FI Tech faculty presentation on World Literature on 01.30.2025 – networked with FI Tech Library leadership.
 - (2) Follow-up email sent to Nancy Garmer (1.30.2025) to schedule a meeting and discuss membership. **DA sent a follow-up email on 2.17.2025.**
 - (3) FI Tech Evans Library Associate Dean, Nancy Garmer, added LAB Board email to the distribution list. DA will continue to forward LAB members the information about future Evans Library 40th anniversary events. **It is hoped that FIT will once again support LAB with an institutional membership.**
 - (4) Future Library Event -
African American Read-In, February 21, 2025, 6:30-8:00pm

Event Horizon: The Next 40 Years of Space and Beyond, March 26, 2025, 3:00-4:30pm

- c) Spring 2025 Continuing Education – Decision & Planning NM asked if there is traditionally one continuing education event per year. DA - yes, in the Spring. NM suggested an event related to the public library system, or potentially the Brevard County Historical Commission. It is unclear as to the staffing and standing of the Commission.
 - i) Joint EFSC and FIT QEP presentations. Both plans involve the libraries. Explore with panel discussion how these initiatives have/will trickle down to all library types. Library as community. **The Board felt there would be more interest in the Library archive topic (c.ii).**
 - ii) Library archives tours at EFSC and FIT. EFSC archives are not yet ready for public viewing. **The hope** is to combine a tour of FIT's archives housed at the Evans Library with a reading from Dr. Gordon Patterson's book (developed with information from the archives) *Missiles, Mischief, and Mayhem: The Secret History of Countdown College: Florida Institute of Technology 1958-2023*. The event would end with an opportunity to stroll through the botanical gardens, which are supported by the Pattersons. A tentative date for this event is Friday, April 11 at 2 PM. DA will contact Evans Library and Dr. Patterson.
 - iii) Self-Guided Library Tours – stamps, stickers, prize. All library types. Due to security protocols at many local libraries, the Board determined that this would not be a viable program at this time.
 - iv) NEFLIN supported programming Are **there** online programs through NEFLIN that could be promoted through LAB? HT will ask for NEFLIN contact. An option would be to offer programming as an online meeting.
 - v) DA send Board the Membership Survey results for review and future discussion - 2022 **(tabled to next meeting)**
- 5) Membership – 2024 2025. Update DA emailed all LAB members with a generic reminder to annual members to renew, and a call for support from lifetime members. NM will email annual members whose terms expired 12/2024. Membership information is available in three places: on the listserv (emaidodo), on a spreadsheet with membership status and renewal dates, and on the distributed membership directory. DA will continue to update membership emails, status, and information on the three documents.

- a) 2024 Directory (Completely reconciled with all member/email/past directories; Updated 2024 By-Laws; History reviewed; past president list updated). Distributed to members for checking. Final revision distributed December 2024. DA.
- b) Renewals
 - i) Membership spreadsheet completed. Twenty-one terms expired Dec. 2024. (Note: During transition member terms were extended a year, that grace period has expired. NM to send out membership renewal reminders.
Spreadsheet sent to Nancy (DA). NM will send out email reminders to the 21 members whose terms have expired. NM will use LAB Board email to contact the members whose terms have expired.

Grow membership—

- ii) Outreach to local library leadership.
 - (1) FI Tech – DA will set meeting with Associate Dean
 - (2) Brevard County Library – DA will contact BPL contact met at MLK event
 - (3) Brevard Public Schools – Brevard Association of Media Educator (BAME) and BPS County level Media Center supervisor.
- 6) Website and Social Media –
 - a) WordPress – DA updated. The Events tab is not updating. DA to check later, perhaps it reloads overnight. NM said she would refamiliarize herself with Wordpress.
 - b) Social Media – Instagram ?

Next Meeting: *TBD. HT will contact NEFLIN about a meeting platform other than Zoom. HT suggested if LAB continues to use Zoom, perhaps two board members can each log in for a session so that meetings can run longer.*

Meeting ended 7:15pm