

LAB Executive Board Meeting – Agenda & Minutes

brevardlib.org

Thursday, April 3, 2025. 4:00pm Online

Board Members - Deborah Anderson (DA), President; Shawn Thomas (ST), Vice President; Holly Tkaczyk (HT), Treasurer; Valerie Gallucci (VG), Secretary; Vacant, Membership Chair; Susan Houts (SH), Marketing Chair.

Welcome to Susan Houts, Marketing Chair

Nancy Maloney, Membership Chair, resigned due to professional scheduling conflicts. DA will call for a replacement after the FIT event.

Present: Deborah Anderson, Holly Tkaczyk, Valerie Gallucci, Shawn Thomas

Notetaker— VG, Secretary

Call for additions/corrections to today's agenda. Web address is to be added to all agendas and minutes documents.

Primary purpose of this meeting is the reminder of the NAACP Community partnership event Saturday, April 5. Final coordination of Friday, April 11, continuing education event in collaboration with FI Tech Evans Library, *Archives and Collections: What Makes Them so Special?* (Jump to Agenda item 3. Programming 2024-2025).

- 1) 755 Quarter 1 report 2025– 01.22.2025, 02.05.2025, 03.12.2025 approved minutes. ST will upload minutes to LAB webpage and DA will email membership with a link and update. DA must convert to PDF before they are uploaded to webpage.
- 2) Treasurer's report – HT Same balance as last meeting, will change after FIT event.
- 3) Membership report - Second renewal email will be sent after reviewing the names from NEFLIN of current members who renewed online Phase 2 DA will contact non-renewers by email.
- 4) Non-profit status update - A member has found a lawyer who is willing to work on this for LAB pro bono. DA spoke with the attorney. He is to email the DA with an update. DA had a phone conference call with the lawyer on 03.18.2025. There would be an extensive and costly process to follow. The lawyer will follow up with DA, and then she will give a full report.

5) Programming 2024-2025

- a) Community involvement - NAACP partnership clean-up events scheduled. Saturday, April 5 (in conjunction with Melbourne Trash Bash), July 19, October 18; 8-9am. DA previously emailed to the membership roster an announcement of all dates. Reminder sent March 30, 2025. for the April 5th event. **Shawn promoted the event on FB, DA and ST, along with Kathy Turner and Jean Sparks, will attend the April 5 event.**
- b) Florida Tech, Evan's Library –
 - i) LAB was represented at all four events commemorating the Evans Library 40th Anniversary. DA attended the last celebration event, *The Next 40 Years of Space and Beyond*, March 26, 2025, 3:00-4:00pm.
- c) Spring 2025 Continuing Education Event - FI Tech Evans Library & LAB Collaboration
 - i) Open to non-members
 - ii) April 11, 2025, 2:00-4:00pm, Evans Library Library Link Rm 2-202, 2nd FL
 - iii) Speakers: **All speakers confirmed.**
Erin Mahaney, Archivist, will speak about how to discern what is valuable or not for non-archivists
Dr. Gordon Patterson, Professor, FI Tech Professor for the last four decades, College of Psych, and Liberal Arts. Historian and environmental conservationist. Will discuss experiences/discoveries/anecdotes while researching archives
Author: *Missiles, Mischief, and Mayhem: The Secret History of Countdown College*. (Additional titles at link)
Dr. Patterson and his wife, Dr. Joy Patterson, created an endowment to support the Botanical Garden on campus, *Joy and Gordon Patterson Botanical Gardens*. They have offered to give a tour of the Gardens at the end of the event.

(v) Tentative event schedule:

- 1:30-2:00 Set-up, DA and any other Board members able to get there early
- 2:00-2:15 Networking (give speakers their gifts)
- 2:00 Dr. Jason Martin, Dean Evans Library, Event Introduction
- 2:15-2:45 Erin Mahaney (Introduction, Nancy Garmer)
- 2:45-3:00 Q & A
- 3:00-3:30 Dr. Gordon Patterson (Introduction, Debbie Anderson)
- 3:30-3:45 Q&A **Drawing for prizes after Q&A**
- 3:45 - Botanical Garden Tour

(vi) Action items:

1. Marketing. Flyer completed by FI Tech, Nancy Garmer: will send to Evans Library distribution list, FIT and Faculty Forums. DA emailed announcement to LAB membership on March 30 and will send out 2 more times; sent to Griselda

Clarke, BPL Assistant Library Services Director; and anyone else who might be interested. **Board members sharing event flyer widely.**

Social Media postings - ST posted to webpage and DA posted FB.

2. Registration - Not requiring registration.
3. Set-up: DA and other Board members
4. Refreshments & paper goods - Pending on word from FI Tech. Might have to cater, from Panther dining. DA will fund (if cost is reasonable) and if we can bring. **LAB approved a budget of \$75 for refreshments.**
5. **The total cost of the event will be roughly \$200 to LAB.**
6. Plant Door Prize - DA (Florida native plant)
7. Gift Card - HT. Gift card from Barnes and Noble
8. Speaker Honorarium and thank you cards: HT two checks \$50.00 each
9. Name tags and guestbook - DA will bring markers and pens for name tags
10. Blank Membership Forms - DA
11. What else ??? Shawn will take photos. Hoping for extra copies of Gordon's book at the event. DA will bring slips of paper and a basket for the drawing.

iv) NEFLIN supports online programming? HT report outcome of inquiry. HT has supplied the NEFLIN contact.
Are all Brevard Libraries (including Special Libraries and media centers) members of NEFLIN? **Yes.** We don't need to be redundant. Does LAB proceed? Need a volunteer from the Board to follow-up. **Decided not to prioritize this form of continuing education until later and/or needed to fill a subject need.**

v) Member suggestion - Banned Book session, consider October 2025 (Banned Book week is October 5-11). HT investigating Banned Book Library for venue. **DA heard about a banned books movie on Netflix, may want to screen at the October event. "Banned Together" is currently available for free on either Netflix or Prime.**

vi) Review and discussion of 2022 Membership Survey results.

6) Grow membership initiative - 2025 Goal

vii) Outreach to local library leadership.

- (1) FI Tech – DA met with Associate Dean (see above)
- (2) Brevard County Library – DA to contact BPL contact
- (3) Brevard Public Schools – Brevard Association of Media Educator (BAME) and BPS County level Media Center supervisor.

7) Website and Social Media –

- d) WordPress – ST will work on the updating issue.
- e) Social Media – Instagram ?

f) Facebook - LAB group page has to be connected to LAB organization page. If needed, DA will contact Kelly Geason (sp) for page login info.

Meeting ended:5:00

Next Meeting: May 19 2025. online