

LAB Executive Board Meeting – Agenda & Minutes

Wednesday, July 9, 2025, 5:00pm - Online

Webpage: brevardlib.org

Facebook Group: <https://www.facebook.com/groups/brevlibex>

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

Present: Debbie Anderson, Shawn Thomas, Valerie Gallucci, Susan Houts

Notetaker – VG, Secretary.

Call for additions/corrections to today's agenda.

Minutes from May 19, 2025 distributed by DA to the Board for review. Board members to update on Shared drive document by Friday, July 11, 2025.

- 1) Membership report -
 - a) DA updating membership roster.
 - b) NEFLIN sent member names who paid online
 - c) EFSC Institutional membership - Great work Holly! Discuss term length and new memberships. Any current EFSC members will have their membership extended, and new members will be on the roster through the end of 2026.
 - d) A second renewal email will be sent after reviewing the names from NEFLIN of new/renewing members who paid online. Pending (DA) Non-renewals have gone from 22 individuals to 15. The deadline to sign up is at the end of July, after the banquet. Anyone who doesn't renew will be removed from the roster.
 - e) Updating Membership Directory - DA. SH asked about current membership numbers and goals. DA said that there are about 50 members at the moment, many of which are lifetime numbers. 2025 goal is to grow membership
- 2) Treasurer's report – HB. \$712 in account, have received and deposited NEFLIN check sent in the Spring. Speaker checks have been cashed from the April event. All expenses have been paid. There should be another quarterly NEFLIN report/check.
- 3) Board members 2025-2026. DA sent out two emails to the membership for volunteers for the Board positions President, Treasurer, and Membership Chair with a deadline of July 15.

Please consider continuing to serve for another term if no one volunteers. VG, ST, SH terms end July 2026. No one has volunteered for these open positions yet. If there are no volunteers, DA and HB will continue to hold their positions.

4) Board review of By-Laws (on LAB webpage/Documents). Discuss suggested edits.

<chrome-extension://efaidnbmnnibpcajpcglclefindmkaj/https://brevardlib.org/wp-content/uploads/2024/05/library-association-of-brevard-bylaws-2024.pdf.pdf>

DA suggested adding a Marketing Chair as an officer to the by-laws. She had some corrections to typos and grammatical errors. DA also suggested updating the term length for members who join in the middle of a term; their membership would extend through the end of that term and for the entire next term. Also suggested emailing the membership directory soon after the summer banquet. The Board approved all suggested edits. DA will make these changes and send out the second draft of the by-laws to the board for a second review.

5) Programming, 2024–2025:

- a) Send invites through FB Group page? DA invited everyone on the Facebook group page.
- b) Community involvement - Remaining 2025 NAACP partnership clean-up events scheduled on Saturdays as follows - **July 19**, October 18; 8-9am. DA emailed membership. ST posted July date on FB.
- c) Annual Banquet - **July, 26, 2025, Saturday, 5:00 (set up at 4pm)**
 - i) Venue - Marker 99 Reservation made for 20. Share experience. At the moment, 9 people have RSVP'd for the event. DA and SH spoke about marketing the event more, along with membership.
 - ii) Flyer - Completed by SH, emailed DA, posted on FB ST
 - ii) Beloved Book Icebreaker - VG will facilitate and plan the icebreaker.
 - iii) Drawings - ideas presented and approved
 - iv) Appetizers- 3 for table of 10 worked out. Board should look at the menu and choose appetizers for the group. The appetizers will be on a separate table, ideally, to encourage people to get up and mingle.
 - v) Business report with attached detailed Treasurer's report: DA & HB
 - vi) Board member induction - ST, VG, & SH (Terms end July 2026) and other Board members will be inducted at the Banquet.
 - vii) Schedule - Proposed/Discuss
 - 5:00-5:30 - Mingling, appetizers, order drinks, Beloved Books icebreaker?
 - 5:30-6:00 Beloved Books
 - 6:00-6:30 - LAB and Treasurer's Report, Board member introductions/inductions
 - 6:30-7:30 Dinner

7:30-8:00 - Beloved Books & Drawings \$25 gift card, and a nice book, will be the prizes. Drawings will be split—one in the middle of the event and one at the end.

viii) Name tags, guest book, membership forms, drawing paper/basket, LAB reports including Treasurers' report copies

- a) HB send DA Treasurer's report week before banquet
- b) HB gift card for drawing

d) Banned Book session, October 2025 (Banned Book Week Oct. 5-11) . Banned Book Library at Unitarian Church

Update HB

i) Date:

ii) Movie, *Banned Together*, available free on Amazon Prime. Brevard County is mentioned and Jennifer Jenkins is interviewed. Board members are encouraged to preview. Show this movie at event?

iii) Announce at Banquet

6) Grow membership initiative - 2025 Goal DA work with SH DA suggested making LAB cards to hand out, business card size.

i) EFSC institutional membership

II) Outreach to local library leadership - FL Tech, Brevard County Library

iii) Brevard Public Schools – Brevard Association of Media Educators (BAME) and BPS County level Media Center supervisor.

iv) Review membership survey results - posted on Webpage under "Documents..."

[https://brevardlib.org/wp-content/uploads/2022/06/lab-membership-survey-results-spring-2022-1.pdf](chrome-extension://efaidnbmnnibpcajpcglclefindmkaj/https://brevardlib.org/wp-content/uploads/2022/06/lab-membership-survey-results-spring-2022-1.pdf)

7) Website and Social Media –

a) WordPress – ST updates LAB Webpage.

b) Social Media – ST and DA, work ongoing.

i) FB Group Page (Note: DA updated organization page from desktop. The group page is connected to the organization page. Must keep both.) ST is updating.

ii) Instagram - Does LAB have a page? Do we need one? The board decided that no Instagram presence is necessary due to the nature of the platform.

Meeting ended: 6 PM

Next Meeting: 8/6 @ 5 PM