

LAB Executive Board Meeting

Thursday, May 21, 2026. 4:00pm - 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; Jocelyn Crim, Membership Chair; vacant .

Present: DA, ST, HB, JC

Notetaker– ST - VP (Start time: 4:04P)

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

4.28.2026 Board Meeting minutes emailed to the Board on 05.5.2026 for review with edits due by 05.13.2026 ST posted final minutes to the LAB webpage on 05.13.2026.

1) 2026-2027 Executive Board Update:

Open – President, Vice President, Treasurer, Marketing Chair
Renewed - VG as Secretary and JC as Membership Chair
DA to send out call for membership

2) Membership update -

- a) JC and DA working on final 2026 membership renewals:
 - i) Three reminder emails have gone out. JC added email templates to Google Drive.
 - ii) DA working on snail mails and review of “nondeliverable” emails.

- b) Institutional Memberships:
 - i) EFSC did not renew their institutional membership yet. Request EFSC Librarians to watch for an announcement of remainder funds.
 - ii) Institutional Membership (Non-library) - DA email M.O.B. 05.05.2026. M.O.B. Secretary followed up on 05.13.2026, **Waiting on Gabriel.**

- c) Membership Application (updated) - uploaded to Membership/Donations webpage.

3) Treasurer's report – (04.28.2026 reported balance \$534.62)

Current Balance: 554.62

- a) Nefflin 1st quarter check and report received and deposited \$130.00.
- b) HB will watch for the 2nd quarter NEFLIN check and report in June.

4) Programming, 2025–2026

a)Community involvement

i) 2026 NAACP Road Clean-up dates: June 27th and October 17th. DA and ST will work on announcements:

ST to post reminders for 6/27/26 date on FB and LAB pages.

ii) Other suggestions welcome. Will need coordinators

b) “The Librarians” movie - Continue distributing information to membership and consider hosting a viewing event. DA will keep an eye out so that LAB may eventually host a watch party. Pending.

c) **Museum Passport Activity (ongoing)** -This activity is ongoing through Summer and Fall 2026. As participants visit sites (via form), they are encouraged to send photos to the L.A.B. Board email. HB volunteered to create a photo collage. A few photos have already been sent to the L.A.B. Board email and saved to an email folder.

- ST posted Passport Activity on the webpage and FB Group page.
- Distribute Passport at Summer Banquet - Banquet activity(?)
- DA to email an announcement (including the Passport) to the membership
- Conclusion of Passport Activity at Winter L.A.B. social event: M.O.B. President supportive of hosting the social at a M.O.B. site.

d) Annual Banquet Summer:

Venue: DA report on Amici's and Mansion. Need more suggestions.

DA contacted Mansion - balcony too hot; Amici's too expensive (\$2000 min)

HB will contact Olive Garden 2508 W. New Haven;

DA to contact River Rocks and Hell n' Blazes Brewing Company

- Date & Time: Sat. 7/18/2026 @ 4:00PM
- Activity: MOB Passport
- Promotion: ...to be continued
- Prizes: MOB passes - DA to contact Gabriel, Independent Book Store gift card(s) - HB
- Appetizers: Standard appies
- Donation to a cause?: wait until Winter Social

f) Professional Development event - Fall. Tabled until the new Board is formed.

4) Marketing:

a) Grow Membership document: Board review completed Jan. 2026.

DA action item: Integrate outcomes and suggest meaningful action items. Board review final document, implement feasible action items, distribute to membership, post on webpage. - Pending

- a. Brevard Public Schools – Contact Brevard Association of Media Educators (BAME) and BPS County level Media Center supervisor. Offer free dual membership to BAME (Brevard Association Media Educators) members, the local chapter of FAME. - Pending
- b. Continue to market to Brevard Public Libraries.
- c. Enhance website’s SEO (Search Engine Optimizer), **ST adds tags whenever she logs into WordPress to add or update a post.**
- d. LAB-branded wearable items: (1) Buttonmaker: HB - **still** pending
(2) T-shirts: DA - **pending** - Michaels has t-shirts for \$3.00 (10% disc.). Investigating vendors. Suggest we get orders before purchasing.

5) Website and Social Media

- a) WordPress – LAB’s Webpage. ST coordinates updates with DA.
- b) FB Group Page - ST updates with flyers and events postings
- c) Subscriptions for domain and Wordpress due at end of year. 2026 paid.
- d) Group FB Page is connected to the organization FB page. Must keep both to maintain the Group page.)
(For reference, keep this section on Agenda.)

Meeting ended: **5:08PM.**

Next Meeting: **June 17th @ 4:00P**