

## LAB Executive Board Meeting Agenda

Wednesday, June 17, 2026. 4:00pm - Online

Webpage: [brevardlib.org](http://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; Marketing Chair, vacant .

Present: DA, HB, JC

Notetaker– Jocelyn (Start time:4:10pm )

Call for additions/corrections to today's agenda.

5.21.2026 Board Meeting minutes emailed to the Board on 06.7.2026 for review and edits, due by 0614..2026 ST posted final minutes to the LAB webpage.

### 1) 2026-2027 Executive Board Update:

- a) Open – President, Vice President, Treasurer, Marketing Chair
- b) Renewed - VG as Secretary and JC as Membership Chair
- c) DA will remain on the 2026-2027 Board as Past-President, in an advisory, non-voting role (per the By-Laws).
- d) DA sent out a call to the membership for volunteers on 05.21.2026 and 06.7.2026 - DA reported no one has volunteered. DA will solicit volunteers at the Banquet. JC will ask Amy Stein if she's changed her mind about joining the Board. Current President, Vice President, and Treasurer terms end July 31, 2026.

### 2) Membership update -

- a) JC and DA continue to finalize 2026 membership renewals:
  - i) DA resolved the “undeliverable” email issue. JC to send these 2 members the renewal email.
  - ii) DA wrapped up snail mail for 2025 and 2026 cycles (letters sent to 3 no email, 6 non-renewals, last one on 06.13.2026) Outcome to date - one LM emailed to update their email address. Board decide on the response (July 31, 2026?). In order to finalize the 2026 Membership process, the Board decided July 31st as the deadline for response.
  - iii) Membership Directory - Before distribution, it needs to be checked against spreadsheet & email distribution list for accuracy JC & DA

- iv) DA will begin updating 2026 By-Laws for Board review and inclusion in 2026 Directory and posting on webpage. DA will make edits in July and will send the document to the Board for review and input.
- b) Institutional Memberships:
  - i) EFSC IM - Board decision needed on term end EFSC will not renew their membership. Current membership expires July 1st. DA recommended extending individuals under EFSC's Institutional membership expiration date to December 31, 2026. The Board agreed to this change.
  - ii) Institutional Membership (Non-library) -
    - 1) HB NEFLIN added add category to the payment page
    - 2) M.O.B. has submitted their Membership Form. DA worked with M.O.B. Secretary to submit payment via the new link on the payment page. Due to issues, they may have had to mail in check. Holly hasn't received any checks yet. (Note: M.O.B. was finally able to pay online through the NEFLIN portal).

### 3) Treasurer's report – (05.21.2026 HB reported balance \$554.62)

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 via email in June.

### 4) Programming, 2025–2026

#### a )Community involvement

- i) 2026 NAACP Road Clean-up dates: June 27th and October 17th.
  - 06.27.2026 - ST posted reminders for 6/27/26 date on FB and LAB pages. DA sent email reminder to membership There should be at least one LAB member there who is also a member of NAACP.
- ii) Other suggestions welcome (will need coordinators)

b) "The Librarians" movie - Continue distributing information to members, 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 included on the Passport, they are encouraged to send photos to the L.A.B. Board email. HB volunteered to create a photo collage. A few photos have 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
- Final edits made to Passport & DA emailed 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.
- At event suggested we have a donation for a cause

#### d) Annual Banquet Summer:

- Venue investigations:
  - Amici - high top tables only an too expensive at \$2000
  - Mansion - only the patio is available and that is too hot in July.
  - HB suggested Olive Garden 2508 W. New Haven - report (no update)
  - DA contacted River Rocks, Hell n' Blazes Brewing Company, Hotel Melby, Skewers, Squid Lips, & Niki Rainbow Restaurant - DA report, venue needs to be finalized. DA made a reservation at Skewers as a backup; need to spend a minimum of \$500. Can seat up to 25 but it will be tight. Can't start until 5pm. Niki's: can accommodate a large crowd , we can start at 4pm; not charging a minimum fee. We will plan the banquet at Niki's.
- Date & Time: Sat. 7/18/2026 @ 4:00PM
- Activity: MOB Passport. JC researched icebreaker activities - Decision Jocelyn will resend the activities so the board can decide
- Promotion: DA sent Save-the-Date DA,, venue TBD. **Need Flyer Holly will design a flyer for the banquet.**
- Prizes: MOB passes - DA to contact M.O.B, Independent Book Store gift card(s) - HB two gift cards, \$25 each
- Appetizers: LAB will purchase, as is our tradition

f) Professional Development event - Fall. Tabled for the new Board to organize.

#### 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. 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: **est. end 5:00**

Next Meeting: **TBD**