

## **St. Louis Regional Library Network Council Meeting Minutes**

August 8, 2019 2:00 p.m. University City Public Library

Council in attendance: Erin Magner, Pam Withrow, Christa Van Herreweghe, Nina O'Daniels, Amanda Albert, Terrence Cotton, Jamie Emery, Julie Portman. Council joined via phone: Laurie St. Laurent. Amigos: Joseph Hendricks, Tracy Byerly

### **I. Approval of Minutes**

- For next meeting: everyone present gets a printed hardcopy.
- No corrections. Julie Portman motioned and Christa Van Herreweghe seconded. Motion passed.

### **II. Treasurer's Report**

- Christa reported that for June and July we broke even on workshop paid, expenses on management and insurance, and have some outstanding dues left to be paid.
- Tracy took us through our end of year assets, which are \$28,287.73 (over 6 months of operating expenses) as of July 31, 2019.
- Discussion: operating expenses. Tracy's recommendations are: \$42k too high, for an association such as ours, 3-6 months operation expenses is a best practice. We shouldn't go below \$20k.
- Erin Magner motioned and Laurie St. Laurent seconded. Motion Passed.

### **III. Introductions for new Council members (SLRLN Orientation)**

- Introductions – All; Pam Withrow and Terrence Cotton new Council members.
- Jamie gave brief overview of SLRLN history and current state (workshops, council make up, Amigos, decision making). Tracy provided more context including: council insurance for all board members; bylaws are in good shape; quorum is 5 people; we are required to meet 3x a year; most recent change: allowed to meet virtually and no need to take the budget to members.
- Joseph gave update on Commerce Bank Signature cards. Those who have signing power are: Jamie Emery President, Christa Van Herreweghe, Treasurer, and Tracy Byerly, Amigos Chief Programs Officer.
- Christa van Herreweghe motioned, Julie Portman seconded. Motion Passed. Amanda signed.

### **IV. Membership update**

- Nothing discussed here

### **V. Summer workshop recap**

- Reactions: (Amanda) fabulous; (Christa) best workshop I've been too; (Julie) great documents and her colleague said she hasn't been to a SLRLN event in 15

years and it was amazing. Raves and plaudits for Randy at the MO historical society.

- Question about evaluations. Emailed end of June. Amigos is looking for the results of the surveys.
- Things to remember: We like the social events after workshops; Dutch treat helps keep costs low. Having an attendance cap makes these events easier to coordinate. End of June timing worked well. Keep similar date for next year.

## **VI. Fall workshop planning – Soft-skills event**

- Subcommittee: Christa Van Herreweghe, Nina O’Daniels, &, Terrence Cotton, Erin Magner
- Possible dates: 9/24 or 26 (last year was 9/26)
  - Waiting to hear back from potential speakers to decide on date.
- Topic for this year is soft skills. Recruiting local people, three total who are experts on things like leadership, advocacy, etc. and can help people bring these skills into library. Possible speaker: Laura Beaver – Professor of social work at Fontbonne who speaks about etiquette.
- Location for the workshop this year is UCity public library in their conference room
- Pricing:
  - Last year’s cost as \$15 and we had 23 people attend
  - Workshop costs:
    - \$50 amazon gift card to each speaker
    - Light refreshments
  - Discussion about keeping this a low-cost event: it’s important to encourage attendance, important for professional development, especially part time folks, and coordination is easy when we charge low amount and do Dutch treat lunch after. We don’t have to deal with catering, etc.
  - Subcommittee should decide pricing and strive to break even (last year we made \$200 on workshops)
- Decisions made:
  - Pricing for this year: \$20 for members, \$30 for non-members
  - Refreshments: coffee (make at Ucity pub), water, breakfast food (Sam’s/Costco)
  - Publicize: finalized details by 8/16 publish to website by 8/19
  - Time: 9-12, 9-9:30 networking, leaves time for break, lunch after (check out room at Blueberry Hill)

## **VII. AMIGOS**

- Joseph Hendricks is our new contact person – yay, welcome Joseph!!
- Not under contract to create flyers or promote SLRLN events

- Scope creep: Nicole was making flyers, but this is not actually in our contract; we need to pay them more if we want this; but subcommittees can make fliers
- We can start updating things for new events, for example, Tech Expo agenda sorely needs an update
- Amigos archives all of our publicity and other flyers. We should ask Joseph to send us things as needed, and send any final docs we create back to Amigos for storage as well as save on Google Drive (We pay them for doc storage)
- We also need to start promoting our own events on listservs.

## **VIII. NetNews**

- Christa met with Heidi to take this over and is planning August issue highlighting the summer workshop and new council members.
- We didn't have a spring issue
- Christa has dates for future issue releases.
  - Tech expo CFP will need to be in the fall issue

## **IX. Upcoming Events**

### Tech Expo 2020 planning

- Subcommittee: Julie Portman; Jamie Emery; Amanda Albert; Laurie St Laurent
- Julie will email Tori Lyons to ask her about using Purser Center for Friday, March 6<sup>th</sup> with March 4<sup>th</sup> our back up date. Cannot host week of 2/24/19 – PLA is that week.
- Subcommittee will work out the Call for proposals (normally late Oct.) (Last year late Sept.) and submission deadlines (normally early Dec. with plan for one extension) (Last year Dec. 3)
- Things to remember: we can request temperature be adjusted in Purser Center

### Spring Speaker Series 2020 (normally in Apr.)

- Subcommittee: Christa van Herreweghe; Pam Withrow; Erin Magner; Terrence Cotton
- Speaker suggestions (look in our drive list Erin created last year)
  - First Choice: Ferguson speaker it's the 5-year anniversary. Possibilities include: Corinne Wohlford Mason, Nicole Hudson – The Academy at Washu, DeRay McKesson (BLM); Brittany Packnett (Campaign Zero); Bruce Franks (former STL Alderman)
  - Locations:
    - Ferguson public library – their director speaks a lot about this topic, he may speak here (Pam reports: wasn't too interested in speaking about this topic anymore, but the board asked him to curtail speaking, may make an exception)

- Florissant Valley Public library may have better space
  - Second Choice: Food
    - Cat Neville
    - Florian Kuplent – owner of UBC; German beer presentation [florian@urbanschestnut.com](mailto:florian@urbanschestnut.com)
    - Balkan Treatbox – great food; small tasting; Patrick McCarthy could be a speaker for this
    - Syrian restaurant in Ucity
    - International speaker might be interesting
  - Third choice: Missouri history speakers bureau – list of speakers (cost ~ \$250, which is what we gave last year’s speaker). Erin will send this list to everyone.
- Things to keep in mind: people with food allergies!

**X. Old business**

- Minutes from 2019 business meeting
  - i. No minutes from meeting. Very short meeting: voted for new members and approved the 2018 minutes. Erin will email out a brief version.
- The 2019 meeting minutes will be approved in 2020.

**XI. New business**

- Start recruiting new members for council
  - i. Rotating off in 2020: Julie (only one not eligible for reelection); Laurie & Erin both eligible for second term
  - ii. Possible recruit: Anna Strackeljahn – someone will reach out to her about SLPL joining and see if she wants to be on the council.

**Next meeting**

Virtual meeting September 12<sup>th</sup> @ 2pm. Amigos will host using Peerin. Please use your camera; be more active and talkative!

Christa van Herreweghe moved to adjourn, Nina O’Daniels seconded.

Meeting adjourned at 3:15pm.

Respectfully submitted,  
Amanda Albert