

FRIENDS OF THE STATE LIBRARY AND ARCHIVES OF FLORIDA INC.

MINUTES

November 21 - 22, 2019

**Room 307, R.A. Gray Building
500 South Bronough Street, Tallahassee, FL 32399**

Present:

Board of Directors

Gloria Colvin
Gene Coppola
Claire Dygert
Ava Ehde
Kathleen Malloy
Mark Vargas

Division Staff

Marva Coward
Beth Golding
Josh Goodman
Lindsey Harrington
Claudia Holland
Amy Johnson
Angela Jones
Elizabeth Loeffelman
Cathy Moloney
Sandy Newell
Mark Nicolau

Guests

Laurel M. Lee, Secretary of State
Dale Grigas, Friends of Leon Co. Library
Ginny Milne, Friends of Leon Co. Library

Absent: Britt Farley

Call to order

The meeting was called to order at 1:00 p.m. Eastern on November 21, 2019. A quorum was noted.

Adoption of agenda

Claire Dygert moved to adopt the draft agenda. The motion was seconded and the agenda was unanimously adopted.

Approval of minutes from the August 22-23, 2019 meeting

Ava Ehde moved to approve the draft minutes; the motion was seconded and the draft minutes of the August 22-23, 2019 meeting were unanimously approved.

Introduction of board members, staff and guests

Board members and guests introduced themselves. Secretary Lee welcomed board members to Tallahassee and the Department of State and thanked them for their service. Board president Gene Coppola facilitated a discussion between board members and guests representing the Friends of the LeRoy Collins Leon County Public Library on topics of import to Friends groups and the subject of partnership.

Financial Report

Director's office staff presented the most recent financial report to the board. Mark Vargas made a motion to approve the financial report as presented and it was unanimously approved.

Director comments

Division Director Amy Johnson updated the board on upcoming events such as the National Library Legislative Days, Florida Library Legislative Days, the quarterly Division Update and opportunities for the Friends to be involved or have a presence at them.

Business items

The board discussed the appointment of two new directors and the resignation of Ms. Farley effective December 1, 2019. Mark Vargas moved to present the two candidates to the Secretary of State for appointment to the board, and the motion was unanimously approved.

Division staff and the Director presented the Friends with opportunities to support Division programs and conduct outreach in the library and archives communities. The board considered and discussed the opportunities presented. Mark Vargas moved that the board approve expenditures for Division programs and outreach not to exceed \$4,500 within the fiscal year. The board unanimously approved the motion.

Further, the board considered earmarking funds for marketing materials and for printing rack cards promoting the Friends:

- Gloria Colvin moved that \$1,000 be earmarked for marketing materials, and the motion was unanimously approved.
- Claire Dygert moved to approve a rack card for promotional purposes, and the motion was unanimously approved.
- Ava Ehde moved to allot funds up to \$500 for the printing of 1,000 rack cards. The motion was unanimously approved.

Other business

The Board continued reviewing topics for long-range planning, focusing primarily on the topic of partnerships.

Next meeting

The board will meet in Tallahassee on January 22 and January 23, 2020.

Public comment

A call was made for public comment and there was none.

Adjourn

Mark Vargas moved to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 11:41 a.m. on November 22, 2019.