

## **2017 February Executive Board Meeting Agenda Teleconference**

Wednesday, February 15th, 6:00 pm EST

Dial-in info is as follows:

Toll Free Number: 866-801-5789

Participant Passcode: 78965432

### **1. Call to Order**

Action: None

Item Facilitator: Deb Sica

Vote: No

6:00 (5m)

Minutes: Called to order at 6 PM with participants: Jennifer Maguire-Wright, Ana Elisa de Campos Salles, Deb Sica, Sherry Machones, Elizabeth DeCoster, and Erin Berman.

### **2. Approval of Agenda and Minutes**

Action: Approve agenda for the February 2017 Executive Board meeting. Approval of minutes from the January 2017 Executive Board meeting. (Link:

<http://connect.ala.org/node/263753>)

Item Facilitator: Deb Sica

Vote: No

6:05 (5m)

### **3. Treasurer's Report and Budget**

Action: Update from the Treasurer

Item Facilitator: Liz DeCoster

Vote: No

Supporting Information: Liz will provide her monthly update on the Round Table's finances. Attached are the two pieces for the FY18 budget, a draft budget (spreadsheet) and a Word doc with some description and points for the board to consider.

Links: <http://connect.ala.org/files/GLBTRT%20FY%2018%20Budget%20Worksheet.xlsx>

<http://connect.ala.org/files/How%20to%20read%20GLBTRT%20FY18%20Worksheet.docx>

6:20 (15m)

Minutes: We had a rollover of \$9,000. Should last us until fiscal year end. 2 folders of financial info in Connect. Caveat: last year Liz was given a worksheet to develop budget, which was not available this year. Joel: can we use the cheat sheet from last year? Liz: that's what she did for FY17. For FY18, we can carry over our endowed funds (\$9228). Good news. Endowment has grown considerably over the last few years. Increased anticipated revenue from dues by \$800. Deb: Gale might host Emerging Leader project. Revenue reported from social? Non endowment funds. 7\$38 in donations at the door.

Increase meal budget to \$5,000? Is everybody happy with proposed dues increase? David: yes. Membership likely to grow. Liz: growth rate generally 10% per year. Endowment: \$9,248. Use \$1,000 and roll \$8,000 back into the endowment? No objections. Liz: should we vote on the budget over email?

#### **4. Understanding Last Year's Budget and Discussion of Next Year's Budget**

Action: Update from the Treasurer

Item Facilitator: Liz DeCoster, Ann Symons

Vote: No

Supporting Information: The board will discuss year end results.

2016 Budget: <http://connect.ala.org/node/263444>

2017 Budget Breakdown: <http://connect.ala.org/node/250027>

2017 Budget Worksheet: <http://connect.ala.org/node/263442>

Treasurer's Report, Midwinter 2017: <http://connect.ala.org/node/263443>

2017 Reimbursement Form: <http://connect.ala.org/node/263446>

6:25 (5m)

#### **5. Charges to the Fundraising Committee**

Action: Discussion

Item Facilitator: Deb Sica, Erin Berman

Vote: No

Supporting Information: The fundraising committee has drafted a fundraising appeal that it would like to send to members. The board will review.

<https://docs.google.com/document/d/11jbJhNGsYfhubuSdmK6FdHWorym0Yq15uWIBsP-9Jusl/edit>

6:35 (10m)

Minutes: Erin: chair of fundraising committee. Started drawing attention to Emerging Leader, putting more money into that fund. Compiling database of ELs that are GLBTRT members. Emailed Fobazi directly. Doing spotlights on the ELs. Want to send out a new fundraising letter encouraging people to donate to EL instead of just Stonewall. Goal of \$10,000. Deb: we should also secure money for Spectrum. Erin: is a fund established for that? No. David: feedback on email to the listserv. Erin: Gathering info only on people that want to be part of the spotlight, but no pressure to connect.

#### **6. Bylaws Draft Vote**

Action: Discussion and Vote

Item Facilitators: Deb Sica, Gina Persichini

Vote: No

Supporting Information: The Board will discuss the latest updates to the ongoing Bylaws revision process.

6:45 (10m)

Minutes: Bylaws to go up as-is.

## **7. Google Sites Project Discussion**

Action: Discussion

Item Facilitator: David Isaak

Vote: No

Supporting Information: At ALA Midwinter, David, Deb, Jen, Ana Elisa, Liz, and Rachael Stein (from the Web Committee) met to discuss RT technical infrastructure and the possible creation of a new RT documentation space using Google Sites 2.0. Please see the attached minutes. Questions for the Executive Board include:

1) Is the creation of a new RT Google Site a project we want to move forward with?

2) Should there be any changes or additions to the action items listed in the minutes from Mid-winter?

6:55 (10m)

Minutes: Board can oversee the Google site in a way they can't with Connect. Role of web committee? Ensuring web access continuity as board members change. Improve handoff between outgoing and incoming chairs. Midwinter action items: Deb should have liaisons reach out to committees to find out which tools like Drive they're using. Jen checking with Bylaws committee. Creating hierarchy in the drive account. Any questions? Joel: no. Deb: new site or pick apart the old one. Consensus: go with new one! David: motion to have Web committee create Google site to be a repository of RT documentation moving forward. Single spot for the RT. Ana Elisa seconds. Motion passes.

## **8. Emerging Leader Membership to RT**

Action: Discussion/Vote

Item Facilitator: Deb Sica

Vote: No

Supporting Information: The board will vote upon whether to offer Emerging Leaders complimentary membership to GLBTRT.

7:00 (5m)

Minutes: Our selected Emerging Leader was not actually a member of GLBTRT. What should we do about that? Ana Elisa: we just need to be proactive and check. In future, make sure they are members. David: person we sponsor should be a member for duration of the project. But we don't want to offer refunds if they're already members. Motion that we extend membership retroactively; Sherry seconds. Jen opposed. Motion passes.

## **9. Adjournment**

Action: Information  
Item Facilitator: Deb Sica  
Vote: No  
7:05 (end)