ACL Board Meeting Agenda
Friday, October 27, 2023
11am–12pm
Meeting via Zoom

11:00am: **Meeting begins**

Meetings and Calendar items:

- November member meeting: Zoom
  Will mostly focus on Linda Perkins's professional develoment segment on the Pura Belpré Award.

- December member meeting: In person at OPL Main
  We'll be cleaning out the ACL cabinet at this meeting. It's also the same day as the OPL holiday party.

- January member meeting: Zoom

- February member meeting: In person at TBD (OPL or Berkeley)
  We will plan to be at OPL in February because it makes the logistics of review/sale books easier. There is always a chance that timing could change based on OPL's timetable, but we're expecting to be ok for February.

  We do need to figure out moving books and where they'll be stored during the renovation. We probably won't move over backlog books and will focus on keeping review/newer books at BPL.

- Next Board meeting in January

Committee updates:

- Book Review & Outstanding List (Caroline, Joy, Lesley)
  No updates for book reviewing.

  Distinguished list voting has slowed down a bit. There are 40 books on the list and 36 under consideration. December is usually for sharing stinky cheese titles, but we might also pitch the books that are under consideration for the Distinguished list.

- Budget (Kimberly)
  We're still at the start of our budget year. Kimberly will do a first quarter report at the December meeting. There is membership and book sale money coming in and some checks going out, so we're doing ok.

- Editorial (Penny, Sarah)

We have gotten one more volunteer for review posting, and putting the reviews together has been really quick. Shout-out to Mika for proofreading and keeping things looking nice for the online issue. Email Penny with any additional/after posting edits. Shout-out to Joy and Josh for the better format for uploading reviews.

- Institute 2024 (Jessica, Kimberly, Caroline)

  Kimberly got in touch with Sarah Jo and got lots of information from 2019/2020 Institute planning. It gives a good starting point and it seems like we're on track for a normal timeline. Thank you to Jessica for offering to chair.

- Membership (Catherine, Celia)

  Catherine shared out the current membership numbers: 86 members, 6 lifetime and 8 new, 20 people wanting to review, and 5 wanting a mentor.

  Both Membership and Helfeld could use some new members because Celia is stepping back.

  Helfeld is on hold until the next application cycle. They are currently supporting the new member and helping them get started on reviewing.

- Mini-grants (Penny)

  These are really only a spring thing. Had one application that was approved. Continuing the program is at the discretion of the board. More planning/updates in January.

- Nominating (Angela, Catherine, Shani)

  Presented panel of nominees who got voted in; this committee is on hiatus until the election cycle comes up again. Maybe a good committee for former board members. Catherine is also looking for another member for this committee.

- Performer's Showcase (Armin, Diana, Renee, Sheila)

  Website updated and the application for performers is live.

- Professional Development (Angela)

  Planned through February, but future things are up in the air. Linda Perkins is next month on the Pura Belpré Award. December and February are Distinguished discussions. January will be about Pura Belpré/book awards in general. There was a request during the meeting for a book reviewing 101 session, it sounds like this might be a good annual session since it comes up regularly.

- Website (Lillian)

  SSL update email that Eny and Meredith keep getting. Lillian will email Josh about it.

  Move forward with security plans. Get in touch with Laura about a handful of

website updates. Lillian and Caroline will email about security stuff.

Keep emailing Lillian with website updates.

Other Business:

- Bayviews check-in

  Mika is reaching out to folks if there are questions at the proofreading stage. Everything seems to be running smoothly. Mika got a subscription to the Chicago Manual of Style via the ACLBayViews email.

- OPL Main Library renovation

  Talked about a little earlier. We need to clear out cabinet and will discuss outside of this meeting to coordinate book moving. Shani reported that according to OPL, the renovation start date is April.

- Volunteers needed?

  We're all good on volunteers for the moment.

- Bylaws review

  Caroline sent out comments on the Bylaws. She asked about the process for reviewing/revising Bylaws. Penny says process is to present the new version to the board, the board presents it at a general membership meeting, the membership takes a month to review it, and then we all vote on it at the following meeting.

- Update Contacts page (https://www.bayviews.org/contacts/)

  Let Lillian know if there are further updates.

  Committee highlights section of regular meetings: Skipping for November, December will maybe be highlighting Institute, and then Performers' Showcase in January.

  Mission statement and survey taskforce: Folks on that group have been busy and could use some planning meetings, but have been chipping away at it. Maybe a good subcommittee would be a grants and scholarships committee.

  Caroline made the decision to keep alternating Zoom/in-person meetings and we feel good about this decision in general. It's good for getting more people involved and keeps the meetings accessible for many different folks.

12:00pm: **Meeting adjourns**

Submitted by Lillian W.