

Regular Meeting of the Board of the Evergreen Project

February 15th, at 2pm Eastern

I. Call to order: R. Davis called the meeting to order at 2:00pm EST

II. Roll call

Present	Absent	Guests
Ruth Frasure Davis (RD) Katie Greenleaf-Martin (KGM) Joe Knueven (JK) Chris Sharp (CS) Jeanette Lundgren (JL) Rogan Hamby (RH) Galen Charlton (GC)	Dan Moore (DM)	Jason Boyer, EOLI Diane Disbro, Scenic Regional Library Steven Potter, MO Evergreen

III. Approval of Minutes

- Minutes from previous meeting: [TEP 2024-01-18 minutes](#)
- **Motion to approve minutes by CS, second by JK; motion carries**

IV. Treasurer's report (G.Charlton)

- Treasurer's report is [2024-02 Treasurer's Report](#)
- Registrations and sponsorships are coming in - submit forms to sponsorship lists if you have not yet done so
- Galen can do bulk registrations if that is useful
- Budget proposal for rest of 2024 is forthcoming

V. Committee reports

Release Team (GC)

- Jane Sandberg and Stephanie Leary and Terran McCanna are continuing with collaborative code review sessions

- [Dev meetings general link](#) / [#evergreen: 2024-02-13 - Developer Meeting](#)
- The spring release will be THE PI RELEASE! 3.14
- Release team - see https://wiki.evergreen-ils.org/doku.php?id=faqs:evergreen_roadmap (which will be updated)
- Suggestion is to have a board-appointed liaison to the release team so that there is always a representative communicating between the two; discussion indicates it's better if the board formally invites the release team to send a representative to each board meeting
- Ruth will reach out to the current release team with said invitation

Ongoing Release Manager discussion

- Conversations are ongoing

Outreach (R.Hamby via email)


- Pre-pandemic we had made efforts to be a regular presence at ALA Summer. Now that the world is settling back into some kind of routine Kathy Lussier is heading up an effort to produce a program for ALA again this year with a great selection of volunteers so many thanks to: Elizabeth Thomsen (NOBLE), Jeanette Lundgren (CW MARS), Lisa Carlucci and Galen Charlton (Equinox), Millissa Macomber (Central Skagit Library District), and Katie Greenleaf Martin (PaILS). They have already met and are underway planning the effort.
 - Room rental is \$225 and then there will be A/V and/or swag costs
 - **Motion to authorize up to \$2000 for room rental and associated costs by RH, second by JK- motion carries with one abstention**
- Progress on the annual report continues. We intend to continue to look for volunteers from the community for layout efforts for next year or investigate hiring an external service to do that.
- Email solicitations for a host for the 2024 Hack-A-Way will come out Monday February, so look for that.
- We are continuing to experiment with Bluesky as a social media platform and expect opportunities to increase as it has now opened to public sign up.

Conference Committee 2024 and 2025 (Gina Monti)

- 2024: dates are April 22 - 25, 2024 for the online conference
 - Sponsorship forms are coming in
 - Main keynote is confirmed: [Richard Littauer](#); with Terry Reese from MarcEdit as the invited speaker

- Program schedule
<https://evergreen-ils.org/conference/2024-evergreen-international-online-conference/2024-conference-schedule/>
- Circulation and consortial leaders Interest Groups will meet during the conference and the other groups will meet during the hack-a-way
- State of the Project will be presented by Ruth
- Development Update - someone will check in with the release team about who wants to provide this
- 2025: site selection committee is accepting proposals
 - We need an update from the standing committee on if they have received any proposals or if we need to work to solicit someone
 - RD will check in with Debbie Luchenbill and schedule a standing committee meeting

Bylaws Subcommittee

- (no new report) Next meeting to be scheduled
-  Bylaws (The Evergreen Project) v.final.pdf


Strategic Planning Subcommittee (RF)

- Community conversation sessions are complete
- We are looking at 2/22/24 for an online event
 - Subcommittee has asked for an additional \$2,500 and to accept Carson Block's proposal for assistance with facilitation and writing of plan
 - Motion for above by KC, second by JK – full board approved via email
 - An additional call for votes was held at this meeting - motion carries

Trademark

- (no new report)

Membership Model Investigation Subcommittee

- The group met with Kathy Lussier as chair
-  Membership Model Subcommittee January Board Report
- The group is meeting later in February with members of the Islandora community to hear more about their model

Discussion

TEP board meeting videos & Documenting TEP officer duties

- [records retention policy](#) draft
 - We may want to have a separate meeting (with IG leaders/other users of the account) to talk this through
 - This is tabled until after we move through some of the strategic planning and conference topics
- [conflict of interest policy: Federal requirements](#) and [first draft of a policy for TEP](#)
 - This is tabled until after we move through some of the strategic planning and conference topics
 - Having this in place prior to the April board meeting so that new board members can agree to it
 - KGM will add this to the New Business for the March meeting
- [Shared Files explainer](#)

Nominating Committee for open board seats:

Current Board members

As of April 26, 2023, the current Board members are

Name	Affiliation	Board position	Term ends
Galen Charlton	Equinox Open Library Initiative	Treasurer	2025
Kate Coleman	Jefferson County Library, Missouri		2025
Ruth Frasure	Evergreen Indiana Library Consortium	President	2025
Rogan Hamby	Equinox Open Library Initiative		2024
Joe Knueven	Wilmington Public Library (COOL)		2024
Jeanette Lundgren	CW MARS		2026
Katie Greenleaf Martin	Pennsylvania Integrated Library System (PaILS)	Secretary	2024
Dan Moore	King County Library System (KCLS)	Vice President	2026
Chris Sharp	Georgia Public Library Service (PINES)		2025

KGM, RH and JK have terms ending in 2024 and have the option to run for another term. CS is also planning to leave at the end of this board-year (April meeting) so his seat will need to be filled.

RD will lead the nominating committee & will send information to the list so people can consider their candidacy and start nominations. Nominations will be set to close 3/1.

GC will pay for OpaVote, he and RD will meet late Feb/early March

VI. Old Business: (none)

VI. New Business:

VII. Adjournment

See <https://wiki.evergreen-ils.org/doku.php?id=governance:minutes> for next meeting information

Meeting adjourned at 3:06pm: motion by JK, RH seconded

Respectfully submitted, Katie Greenleaf Martin, *Secretary*