



Richmond ALA Board Meeting Minutes

March 10, 2026

Virtual

12-1:30 pm

In attendance: Christy Purgason, Billie Jo Brooks, Danielle Dann, Erin Polley, Rebecca Hubbard, Jill Bryant, Kathy Scourby, Abigail Davis-Hess, Liz Coleman, Jennifer Hobson, Michael Keatts, Catherine Jacquemin, Joe Loving

Not Present: Dave Cummings

President's Comments – Christy Purgason

- Welcome to Jill Bryant and Rebecca Hubbard
- Old Business:
 - Next year's Board
 - Nominating Committee Update:
 - President Elect: Abby Davis-Hess
 - Treasurer: Rebecca Hubbard
 - Secretary: Jill Bryant
 - Presentation and Member election by 3/31/26
 - Board Vote: 4/7/26
 - New Board in place by Annual Conference
 - Reminder to store transition documents in communities
 - Member & BP survey update
 - Member:
 - Lunch Meeting still generally preferred
 - Like Hybrid Option
 - BPs : Only 7 responded, scores were high and generally very happy with communications
 - President's award- submitted 2/16/26
 - Scholarship winners National Conference
 - 1 scholarship not used – Allocate to CLI (July 16-18) for an additional Board Member to attend – Vote approved
 - Had already approved for 2 Board Members (Pres/Pres Elect) – this will make a 3rd
 - ECL - Dates: 3/13 and 3/20
- New Business
 - Policy Proposal: Christy will start a draft of these for future consideration by Board
 - Cancellation Policy
 - Scholarship Usage Policy – Members Only
 - Creation of a Reimbursement Form – For personal reimbursements
 - Policy Threshold (for wiring money)
 - Prior Presidents- Lifetime Membership. Covering Anne Caudel for her retreat room – APPROVED by Vote for Chapter to cover this expense.
- Misc. Business



- Mental Health First Aid: Those of us that took the class this year, it is time for renewal. Renewal takes 60 min and costs \$30.
- Sarah Tetlow wrote a book, "The Perfectly Productive Day". Discussed her at retreat.
- Michael Cohen, Esq. weekly leadership videos are now done as a podcast, "Like a Boss with Michael Cohen"

Membership – Billie Jo Brooks

- Renewal- 4 non-renewals
- Currently at 54 Members
- Joe Loving was listed at Member – must be done this way in order to have his information on the website as a Committee Member
- R. Ruleman – discounted Rate due to >100 miles from Chapter

Secretary's Report/Approvals – Danielle Dann

- Board Meeting Minutes - 2.10.26 (APPROVED)
- Member Meeting Minutes – 2.17.26 (APPROVED)
- February Survey Results - 14 Responses – 3.9/4 Rating
 - Presenter: Well Received and positive reviews
 - Venue/Time – Very positive feedback on time (breakfast)/location

Business Partner Liaison – Liz Coleman

- Update on 2026 BPs and payments
- New BPs out of Retreat
- Polo Event: The season runs from Memorial Day to Labor Day. We're thinking of ways to boost attendance. Do you think we might want to look earlier in the year? July/August can often be too hot. Historically we've done September. Do we want to look at June? Also proposal of getting a bus.

Treasurer's Report – Erin Polley

- New cards issued and enroute from Erin.
- Need to update the bank physical address. Recommend we change to WM.
- Keiter has sent the new engagement letter for tax return. Still under contingency. Contact is Janie Micah
- Star Chapter Renewal has increased above budget amount. IN Aug - \$1430
- Discussion re use of Reliable Payment/cost/ROI
- Erin has had trouble finding the form that needs to be complete for Chapter gift card donation to the National Silent Auction

Programs & Education Chair – Dave Cummings (attached)

- Draft calendar- attached

CLM Education Chair – Abby Davis-Hess

- Abby needs to review April again for CLM cert.

Communications – Catherine Jacquemin/Abby?



- Turning over communications
- Danielle Dann has offered to assist with communications
- Addition of Rachel Bickford
- Need ALA State Retreat follow up post – need photos

Community Outreach and Caring Chair – Kathy Scourby / Joe Loving

- T4T- confirmed date of 5/20 1-3p (Max 10 people)
- Calendar planning rest of year – James River Clean Up, Fostering Hope, looking for other options.

DEI Committee Update: Jenn Hobson

Virginia Statewide Retreat Chair – Michael Keatts