Board of Directors Meeting Minutes  
September 2, 2015  
1:00 p.m. CDT  
11:00pm PDT/12:00pm MDT/2:00pm EDT

MEETING CALLED TO ORDER BY SHARON RAWLINS, PRESIDENT ELECT

QUORUM
Quorum was established with the following-  
Elaine Black, Josephine Camarillo, Beth Crist, Karen Day, Tanya DiMaggio, Lisa Donovan, Ann Hoey, Charlotte Johnston, Matt McLain, Chrissie McGovern, Tanci Mishler, Sharon Rawlins, Cheryl Space, Sandy Wilkerson, Karen Yother

ATTENDANCE
Sherry Siclar, Executive Director

MINUTES
Minutes from meeting April 14, 2015 were reviewed. Corrections are as follows: attendees of the meeting will be added; Section of Rules of Use, 4th bullet point, sentence will be struck. Minutes from meeting April 17, 2015 were reviewed. CSLP logo will be added and location of meeting. Motion made by Karen Yother to accept minutes from April 14 and 17, 2015; seconded by Matt McLain. Motion carried.

Minutes from meeting August 5, 2015 were reviewed. Motion made by Chrissie McGovern to accept minutes; seconded by Ann Hoey. Motion passed.

COMMITTEE REPORTS AND AGENDA ITEMS

Finance- Matt McLain
Treasure, McLain, reported as of August 28, 2015:
Profit and Loss: Income 2,966.50, Expenditures 21,371.87, Net Operating Income Balance: -18,405.37
YTD: Income 61,405.65, Total Expenses 98,558.37, Net operating income -37,152.72

Check still not received from Upstart. Amended budget was sent out. Correction on PSA line item, should be $30,000

Motion made by Karen Yother to approve changes. Seconded by Elaine Black. Motion passed.
Survey will be sent out to membership with Manual and Vendor questions, with possibly two surveys, one for state reps and one for librarians. Send suggested questions for survey to McLain by Sept. 18, 2015.

Vote on replacement board members- Sharon Rawlins
BriAnne Baxley from South Carolina has agreed to be Teen Manual Chair. Motion made by Tanya Dimaggio to accept BriAnne Baxley as Teen Manual Chair. Elaine seconded. Motion passed.

Manual editors are still in the process of being finalized.

PSA process and Daniel’s contract-Charlotte
Just received first draft of PSA concept storyboard, sent in email and send thoughts by Friday
Contract sent out, approved by lawyers, need approval

Motion made by Chrissie McGovern to approve Daniel’s contract, Seconded by Matt McLain. Motion passed.

Partnerships/Collaborations-Sharon Rawlins
President-Elect Rawlins ask that all inquiries regarding partnerships and collaborations be forwarded to her and cc’d to Executive Director Siclair. Siclair will start a running document to manage all partnerships. Siclair will also follow up on past partners with contracts and MOU’s.

Charlotte Johnston will be sending out RFP’s for feature authors that we can later make comments.

Face-to-Face Board Meeting Details- Karen Day
Arrangements have been made. Meeting will officially begin on Tuesday, October 27th.

Personnel Policies- Sharon Rawlins
Personnel Policy has been updated but due to Mac Buntin’s absence, a formal vote was not taken. Sharon will speak to Mac of possibly doing a Doodle Poll to approve Personnel Policy Manual with updated changes.

Strategic Plan Update- Ann Hoey
Revised Strategic Plan was sent out for final approval. Board discussed Mission Statement and made the following changes:

“To provide a unified summer reading theme along with professional art and evidence-based materials so that member libraries can provide high-quality summer reading programs at the lowest possible cost and to play a significant role in literacy initiatives.”
Original motion made by Karen Yother rescinded.
New motion made to approve Strategic Plan with added wording to Mission Statement. Seconded it by Lisa Donovan. Motion passed.

**CSLP Insurance Policy**
Insurance policies, Workman’s Compensation and General Liability, for Executive Director were presented. Board discussed whether or not to purchase two insurance policies. Discussion tabled due to President’s absence and will be discussed at next meeting.

**Reingold Contract- Sharon Rawlins**
Discussion tabled due to President’s absence and will be discussed at next meeting.

**ADJOURNMENT**
Motion made by Tanci Mishler. Seconded by Sharon Rawlins. Motion passed. Meeting adjourned at 12:07pm CDT

**Next Meeting: October 7, 2015  1:00pm CDT**

Minutes respectably submitted by Josephine Camarillo, Board Secretary.