



**Board of Directors Meeting
Charleston, South Carolina
April 10, 2017
4pm-5pm**

MEETING CALLED TO ORDER BY SHARON RAWLINS, PRESIDENT

QUORUM

Quorum was established with the following-

BriAnne Baxley, Elaine Betting, Josephine Camarillo, Ann Hoey, Chrissie McGovern, Matt McLain, Sharon Rawlins, Sandy Wilkerson, Karen Yother

Absent- Anne Lemay

ATTENDANCE

Karen Day, Day Time Associates

No Agenda

Annual Meeting Agenda

Reviewed schedule for Wednesday and Thursday. There will be no board meeting on Wednesday, April 12th. Interviews for Organizational Coordinator will be take place instead.

4:30pm-5:15pm: Interview #1

5:30pm-6:30pm: Interview #2

On Wednesday, April 12th, McLain will share his presentation time with Vendor Chair McGovern.

Board will help facilitate table topics on Wednesday, April 12th.

Rawlins will give update to membership regarding Organizational Coordinator.

Artist Update

LeUyen Pham is confirmed to for 2020 CSLP artist. Announcement will be made at Manual Committee meeting. Artwork examples will be shown as well.

Manual Chair Update

Yother will contact Michele Willis if she can finish out term of Early Literacy Chair. If she agrees, Board can appoint her.

ADJOURNMENT

Motion made by to adjourn and seconded.

Motion passed.

Minutes respectfully submitted by Josephine Camarillo, Board Secretary.

2017 CSLP ANNUAL MEETING
Charleston, South Carolina
April 13, 2017

MEETING CALLED TO ORDER BY SHARON RAWLINS, PRESIDENT

QUORUM

Quorum was established with the following-

BriAnne Baxley, Elaine Betting, Josephine Camarillo, Jamie Chipman, Deanne Dekle, Ann Hoey, Cathy Lancaster, Chrissie McGovern, Matt McLain, Sharon Rawlins, Sally Snyder, Sandy Wilkerson, Karen Yother

Absent- Anne Lemay

ATTENDANCE

Karen Day, Day Time Associates

No Agenda

BOARD ORIENTATION

Monthly meetings will be the first Wednesday of the month. Karen Day will send out doodle poll to determine best time of day to hold meeting. Zoom could be a potential meeting platform.

Executive Board will meet monthly. Day and time TBD.

Karen will be creating list of names of Artwork subcommittee that will consist of 10-12 members. Vendor Committee will only be selecting incentive items.

Membership suggested that CSLP plan out 5 years out for artist, theme and manuals. This will be discussed further with Board.

Board retreat will be scheduled sometime in the Fall 2017.

By-laws are now available on the website. Board handbook still in progress with Social Media policy needed to be included. Handbook will also be available on website.

Strategic Plan was completed in 2015 but Board will now look to create a new one.

Committee Chairs will be making committee more accountable for the work that they do or not do. Names on each committee will be updated.

ACTION

Motion made by McGovern to enter into Executive Session. Seconded by Baxley.
Motion passed.

EXECUTIVE SESSION

Organizational Coordinator candidate's discussion.
Hiring decision made.

ACTION

Motion made by McLain to conclude Executive session.

Board voted to offer Luke Kralik position of Organizational Coordinator.

Annual Meeting Notes

- Social Media Policy will be posted on website.
- Cathy will be looking at the table topic notecards
- Tessa will send in recommendation to board for Statistics Committee
- Tanya will be sending recommendation to board for School Outreach Committee

Elaine will share timeline with OC and find a user friendly template (Trello)

McGovern and Baxley spoke with Heidi regarding vendor contract addendum extension to one more year. (Through March 2019)

McGovern will send call out for subcommittee members for artwork in May.

In regards to artists wanting to donate their payment to a charity/special cause, they can render their payment for their services. CSLP does not donate funds.

Baxley, Lancaster, McGovern, and Snyder will work on Mission Statement and Strategic Plan.

ISSUES

- Need to improve communication
- Need group effort to create newsletter
- Need Melissa (lawyer) to formulate statement regarding lawsuit for membership

ADJOURNMENT

Motion made by McGovern to adjourn. Seconded by Baxley.

Motion passed.

Minutes respectfully submitted by Josephine Camarillo, Board Secretary.