
Board of Directors Meeting Minutes July 20, 2016

MEETING CALLED TO ORDER BY SHARON RAWLINS, PRESIDENT

QUORUM

Quorum was established with the following-

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

ATTENDANCE

Karen Day, Contractor, Day Time Associates

MINUTES

Minutes from June 1, 2016 meeting were reviewed. Motion made by Karen Yother to accept minutes; seconded by Sandy Wilkerson. Motion passed.

COMMITTEE REPORTS AND AGENDA ITEMS

Financial

Treasurer McLain presented financial reports and was discussed.

Treasurer reported as of June 30, 2016:

Year-to-date (YTD) we have received 86,971.23 in income. Our YTD expenditures are 119,890.89. We have YTD negative balance of \$ -32,919.66.

Annual Meeting planning

Rawlins sent supporting documents with specific details. Location would be at the Francis Marion Hotel, Charleston, SC. April 10-14, 2017. New attendees/new State reps orientation will be on April 10th in the evening with official meeting starting April 11th through 12th. Board will meet on the 13th with projected leave time that afternoon/evening.

Marketing, Slogan and Outcome Measurement presentation pending. Board would still like to have Best Practices presentation.

Rules of Use

Rawlins sent final document was sent to Board. Corrections made:

- typo on page 6, #6 second bullet point "customized"
- language on Executive Director; Strike ED and reword to "National Office"
- t-shirt changed to "shirt"

ACTION

Motion made by Ann Hoey to approve Rules of Use with corrections. Seconded by Matt McLain. Motion passed.

Fall retreat

Tentative dates Sept. 25 – 27, in DC or Baltimore after National Book Festival.

Policy on check signing

Discussion on adding double signatures to any checks over \$10,000 on hold.

McLain ask to table any actions at this time and would like to meet with Karen Day to talk further on this issue.

ARSL & NSLA - CSLP presence (October conferences)

NSLA- Sharon Rawlins, Karen Yother and Josephine Camarillo will help staff table.

ARSL- still looking for someone to staff table.

“Associate or Adjunct” membership category:

Discussion tabled as Rawlins receives further information.

Updates:

- a) 2017 Spokesperson – Alexander still very interested but needs to know when the PSA will be done. Rawlins will speak to Charlotte Johnston.
- b) Online manuals – all going well. Parker Web has been responsive. Downloading clarification that one person at a site gets the code and shares it with others in the same site.
- c) DTA Contract- Karen has signed for 6 months but would like to further discuss the contract.
- d) PSA Contact-Charlotte sent contract to Rawlins and lawyers and contract was signed.

Other

- a) Teen Video Challenge- No compensation to winner as it was not budgeted for 2017. Adding Adhoc committees to website- Committee chairs will be consulted.
- b) 2017 Illustrator- as of July 20, 2017 no illustrator yet. Morales wanted to negotiate the cost but have not followed up. McGovern asking Board and State Reps if anyone has a connection.

2016-2017 Board meeting dates

Rawlins sent future meeting dates. Meeting will be 1st Wednesday of the month at 2:00pm CST. Please send items for next meeting to Rawlins.

ADJOURNMENT

Motion made by Lisa Donovan to adjourn. Seconded by Elaine Betting.

Motion passed.

Next Meeting: August 3, 2016 2:00pm CST

Minutes respectfully submitted by Josephine Camarillo, Board Secretary.