

## **CSLP Board of Director's Teleconference Minutes- June 6, 2011**

**Present:**, Julie Tomlianovich (KS), Rhonda Puntney (WI), Adrienne Butler (OK), Jasmine Rockwell (SD), Martha Shinnars (WA), Michelle Willis (NJ), Karen Drevo (NE), Karen Yother (ID), Susan Pannebaker (PA), Grace Greene (VT), Lori Special (NC), Karen Day (ASA), Matt Mulder (Highsmith), Rob Cullin (Evanced) Allison Santos (NJ)

Not present: Sue Sherif (AK), Karen Balsen (NY)

### **Agenda:**

#### **1. Adjourn 2010-11 Board, Welcome 2011-12 Board—Rhonda Puntney**

Rhonda Puntney thanked everyone for their service. There was a motion by Laura Lee Wilson to adjourn the 2010-11 Board with a second by Karen Yother. A vote was taken and the motion carried. Puntney welcomed the Board for 2011-2012.

#### **2. Call to Order – Rhonda Puntney**

There was a Call to Order by Rhonda Puntney, President at 2:03 pm CST.

#### **3. Approval of Agenda**

There was a motion by Karen Drevo to approve the agenda. A second was made by Grace Greene. A vote was taken and the motion passed.

#### **4. Minutes of April 6 and April 8, 2011 Board Meetings—Allison Santos**

There was a motion by Grace Greene to approve both sets of minutes with a second by Michelle Willis to approve the minutes. A vote was taken and the motion carried.

#### **5. Set Meeting Calendar—Rhonda Puntney**

Discussion of the meeting schedule. It was agreed upon that the CSLP meeting schedule would be as follows: November 7, January 9, March 5, June 4 all at 1:30 p.m. EST (12:30 p.m. CST). The CSLP annual meeting takes place in Hershey, PA. It was recommended that meetings keep to a 2 hour timeframe.

#### **6. Evanced—Matt Mulder from Highsmith and Rob Cullin from Evanced**

Evanced is now part of the DEMCO/Highsmith/Upstart family and Mulder/Cullin are recommending a partnership between Evanced's Summer Reader product and the CSLP. The proposal is to offer the base option of Summer Reader (a summer reading registration process.) to CSLP members, paid by CSLP, and branded as CSLP Summer Reader powered by Evanced. CSLP would like statistical information that the Collaborative needs integrated into the product. It was also recommended that a sample site be put together to begin promoting and educating libraries so the product could launch in January. A decision would likely be made before the August meeting.

#### **7. Financial reports and audit for 2010-2011—Susan Pannebaker**

Susan announced there was no audit yet as the fiscal year just ended. There will probably not be an audit until the end of the summer. Karen Day put together the profit and loss statement for the Board. The amount the CSLP received from Highsmith was not as much as years past. Overall we are doing well.

#### **8. Illinois Membership—Grace Greene/Karen Day**

Some of the Illinois library systems (Metropolitan and North Suburban) lines are being “redrawn.” Although it is likely not to be finalized until after July 1<sup>st</sup>, the CSLP would like to be sure that those that are members are able to be members but any new library systems not currently members would have to join. Rhonda suggested that when the organization is settled, CSLP reach out to these libraries to discuss the program. She also asked Bob Doyle (Illinois Library Association) to come to the August meeting to discuss the Illinois “Iread” program and see if we can start a dialogue. Grace and Karen will also contact Sheri Daun-Bedford to attend the August meeting.

#### **9. Membership – RFP section of the OHB – Grace Greene**

Grace included a new sentence for the handbook that will clarify the chain of command for vendors who have questions regarding the RFP process. It indicates that any vendor questions should be directed to the committee chair. Karen Yother fielded calls from vendors who inquired why their proposals were not accepted and she told the Board that her letter, while somewhat vague, but is both customer service friendly and professional. The Board will have the chance to review the language at the next Board meeting.

#### **10. Highsmith shipping complaints – Karen Yother**

About six weeks ago, Karen sent an email about numerous complaints regarding Highsmith’s service (shipping, availability etc.) to Matt and discussed the process about how to be more customer service focused so our members are satisfied. We need to encourage members to order early as well.

#### **11. PSA timeline – Rhonda, Karen Balsen and Karen Day**

Karen D. and Rhonda are presenting the information as Karen B. was not on the call. Day asked if she could combine #11 and #16 on the agenda into one as they both involve the PSAs. Day asked Rhonda to send out an email to state reps to let them know that they will receive new PSAs on DVD from Highsmith to replace the other ones. Day is also working with Balsen on the new Digital Foundry contract and they are trying to move up the timeline as well. They have also specified that Secret Agent 23 Skidoo will not be the artist for the 2012 PSA. Day also recommended that Highsmith will also be removed from the duplication process so that they are not in the middle which has caused some issues regarding duplication and shipping.

#### **12. Lola Pyne from the Library of Congress – Karen Drevo (e-mail 5/2/11)**

Karen Drevo has sent another follow up email to Lola regarding CSLP’s participation in the National Book Festival. Drevo also updated the Board on her interactions with Melissa and Lydie regarding our intellectual property. One or both are planning to attend the August meeting.

There is an additional part of this discussion regarding the Intellectual Property and Articles of Incorporation. Drevo presented some of the background regarding the establishment of the Collaborative.

Allison Santos motioned that the name is changed from Summer Library Program to Collaborative Summer Library Program and Grace Greene seconded. The Board voted and the motion passed.

Allison Santos motioned to remove the word “children’s” as the CSLP represents all ages. Grace Greene seconded. The Board voted and the motion passed.

Karen Day expressed that language should follow the language of the Bylaws. Karen Drevo motioned to approve the Article 9 amendment. Laura Lee Wilson seconded. The Board voted and the motion passed.

### **13. Julie Tomlianovich as ad hoc orientation committee chair – Rhonda Puntney**

There were a few concerns regarding comments made about how the CSLP operates by first time attendees at the annual meeting. Rhonda suggested that an Ad Hoc Orientation committee be formed. Grace Greene suggested that this be handled by the Membership committee but Rhonda suggested a separate committee which would also include new Board members. Martha Shinner suggested that new members have one on one mentoring support. Greene reiterated that the “MOSC” (membership committee) could certainly handle this responsibility and make it more interesting for the committee members. There was a debate on when is an appropriate time (meet ahead early or at the “Why’s for the Wise”) and whether this should be a personal/one on one mentoring or if it should be done by a committee. It was also suggested that we replicate ALA’s Ambassador program. Puntney suggested that Julie Tomlianovich serve as the point person for the Ad Hoc Orientation Chair who will investigate the process and present to the Board at the August meeting.

### **14. ARSL conference – Rhonda Puntney**

Rhonda wrote a program proposal to present at the ASRL conference in Frisco, Texas which was accepted. Puntney, Tomlianovich and [Sue] Sherif. will be presenting. If anyone is interested in the proposal, Rhonda would be glad to email it out. The same proposal was presented to the PLA committee which was not accepted.

### **15. Digital Foundry contract – Karen Balsen**

This was covered in #11 above.

### **16. August meeting – Rhonda Puntney**

The next Board meeting will take place August 22-24 at the Holiday Inn Express in Rosemont, IL. Karen Day will work with everyone on their travel arrangements and will send out a draft agenda shortly. The goal is to have everyone in by afternoon on Monday so we could have dinner and meet on Monday. The goal is to also have Manual Chairs meet in the afternoon before dinner. Day will

also need detailed information including birthday, home address and cell phone number to book the tickets.

Karen Day also let the Board know that she will be sending out information very soon including new listservs for the committees.

As outgoing Children's Manual chair, Adrienne Butler was recognized for her commitment to the CSLP. Allison Santos was also recognized for her service as Secretary. Welcome to Denise Lyons and Pam Carlson as new Board members.

Meeting adjourned (2 hrs 37 mins).