



Board of Directors Meeting December 6, 2017

MEETING CALLED TO ORDER BY MATT MCLAIN, PRESIDENT

QUORUM

Quorum was established with the following-
BriAnne Newton, Elaine Betting, Josephine Camarillo, Jamie Chipman, Deanne Dekle, Anne Lemay, Cathy Lancaster, Chrissie McGovern, Matt McLain, Sharon Rawlins, Sally Snyder, Karen Yother

Absent-

ATTENDANCE

Luke Kralik, Organizational Coordinator
Karen Day, Day Time Associates

MINUTES

Minutes from November 1, 2017 meeting reviewed. Motion made by Lancaster to accept November minutes; seconded by Snyder. Motion passed. Abstentions: None.

COMMITTEE REPORTS AND AGENDA ITEMS

Financials

Treasurer report as of November 30, 2017:

Income:	\$ 522,053.03
Expenditures:	\$ 257,511.94
YTD Balance:	\$ 264,541.09
YTD Assets:	\$ 1,323,676.06

ACTION

Motion made by Rawlins to accept financial report; seconded by McGovern.
Motion passed.

Corporate Financial Resolution:

Document reviewed and discussed. Signed copy will be sent to Board.

Purchase of a new Certificate of Deposit at a new financial institution:

ACTION

Motion made by McGovern to accept Melissa's resolution of giving financial transaction authority to 3 people; seconded by Snyder. Motion passed.

ACTION

Motion made by Snyder to open two new short-term Certificates of Deposit. Motion amended with the following specification, CD1 at \$100,000 for 36 months and CD2 at \$75,000 for 48 months; seconded by Rawlins. Motion passed

Organizational Coordinator Update

RFP/RFI progress:

Kralik gave power point presentation on Program Year 2020 and possible financial projections (profits and expenses).

Karen will look at CSLP financial timeline

2020 Artwork:

Kralik working on additional contract for 2020 artist (Pham) for additional artwork. Pham would like to donate her artist fee to charity.

CSLP vs IReads Stats Committee Report

Report from Tessa reviewed, and will proceed from committee recommendation. McLain will follow-up with Tessa.

2018 Annual Meeting

Day and Kralik are still working on agenda. Please send ideas and comments to Day, Kralik, or McLain by Wednesday, Dec. 13.

2019 Annual Meeting

Kralik sent survey results. Week of Sept. 16, 2019 appears to be the best date.

ACTION

Motion made by Lancaster to host 2019 Annual Meeting week of September 16, 2019. Seconded by Dekle. Motion passed.

Other Business

PSA:

Comments were generally positive. No concerns. McLain will let Charlotte Johnston know all is good to go and will also inquire about possibly selling song on Itunes.

PLA reception:

Plans still need to be finalized. This would be a great opportunity to promote CSLP and promote 2019 program. Lemay will email available funds (about \$6000). Details will be provided to Board with proposed expenses.

Scholastic:

Lancaster spoke to Scholastic representative about Wandoo reader. They are getting ready to roll it out possibly by spring 2018. CSLP still looking to be a partner.

Nominating slate:

Still work in progress. Michelle Willis declined to continue Chair position with Early Literacy Manual. Placidia Nance declined to continue with Adult Manual.

Manual Update:

Adult- in final editing process.

Early Spanish Literacy- going back to the writers for final corrections

Children's-chapters being reviewed

Early literacy- chapters to be ready mid-Dec, deadline mid-January 2018

Teen- writer needed to back out, two additional writers hired to finish by Dec 18

Please send agenda items before Dec. 25-27 for January 3, 2018 Board Meeting

ADJOURNMENT

Motion made by Lemay to adjourn; seconded by Chipman. Motion passed.

Next Meeting: January 3, 2018 1:00pm CDT

Minutes respectfully submitted by Josephine Camarillo, Board Secretary.