

**Board of Directors Meeting**

**June 5, 2019**

**1:00 p.m. CDT**

11:00 am PDT/12:00 pm MDT/2:00 pm EDT

**ZOOM Video Meeting**

**Roll Call** – Karen Day

Board Members: Chrissie McGovern, Josephine Camarillo, Cindy Christin, Anne Lemay, Matt McLain, BriAnne Newton, Sally Snyder, Jamie Chipman, Cathy Lancaster, Beth Yates

Guests: Janet Dwyer from Ohio

Luke Kralik, CSLP Organizational Coordinator

Karen Day, CSLP Administrator

**Call to Order** – Chrissie McGovern at 1:04pm

Welcome Janet Dwyer!

**Approval of the Consent Agenda**

May 1, 2019 Board minutes-Cindy Christin

April Financials Management Report-Anne Lemay

Organizational Coordinator's report – Luke

Lancaster moves to approve agenda; Chipman seconds, motion passes.

**Unfinished Business**

Annual Meeting Steering Committee update – Josephine Camarillo

We looked at a summary of each day of the annual meeting to discuss. The Board meeting on Monday will begin at 2pm. The official meeting begins with the orientation at 5pm; includes welcome, ice breaker, CSLP history, expectations, introductions, heavy appetizers and optional dine on our own.

Tuesday, September 17 includes welcome, ice breaker, welcome from Indiana State Librarian, overview of CSLP. Guest speaker from NSLA about importance of summer reading. Greta will run the committee fair Tuesday afternoon and manual chairs will provide a copy of the manuals. End of the Day wrap up until 4pm and group dinner at 6pm.

Day 3: Wednesday, September 18 starts at 9am with welcome from Chrissie and another ice breaker with a focus on sharing innovations from each state. Jasmine will discuss slogans with participants. We are not lining up at the microphone like in the past, but will discuss in small groups and share out afterwards. Rules of Use update at 11am, and after lunch a Product activity to discuss potential CLSP products, as

well as talking about 2020 program. Best Practices sharing time at 2:15pm and planning for next year at 3:15pm. Wrap-up by 4pm and dine around at 6pm. This evening might be an outing.

Day 4: Thursday, September 19 will start with a review and next steps. Election results will be announced at 9:15am, and then membership feedback and takeaways. There will also be a YSCON meeting at one of the breakfasts. Final day will be mandatory as well.

Karen Day will make reservations for the evenings that we do dine-arounds, available at the registration table the first day. Seating not yet decided. Committee would like feedback on draft agenda, and the board all gave a thumbs-up.

#### Personnel Policy Update – Chrissie

McGovern has updated the personnel policy, and we discussed the idea of rolling over annual leave. Policy now says for employee to give as much notice as possible. Board does have the discretion to deny annual leave. Another question about CSLP offering matching gifts, and we will not add this to the policy.

Flex or comp time questions and the importance of being clear about what this means. McLain will add something about this for our review at the next meeting. Important to not let comp time build up.

Approval of the policy with forthcoming section; motion to approve by Lemay; seconded by McLain. Motion to approve Personnel Policy passes.

#### Nominating and Leadership Committee update – Matt McLain

Slate of nominees was emailed to board members. Slate is combination of people nominating themselves or being nominated by others. McLain is following up to be sure nominees can attend the fall meeting. Committee did not want to force a contested slate so some are running unopposed. The board approved the slate.

All nominees will be invited to attend the annual meeting at CSLP's expense.

Biographies and a photo will be sent to committee; CSLP will pay for the nominees to attend. Discussion about at-large positions and chair positions, and timing of elections. If a term is vacant now, the newly-elected person will fill that term starting in the fall. McGovern asked about any changes to the committee; one issue was May deadline is hard for many librarians in the thick of summer reading planning. McLain would prefer that Feb/March/April would be a better time to talk to potential nominees.

Motion to approve by Lancaster, Lemay seconds; motion to approve slate of candidates passed unanimously. McLain thanks the entire committee for their work!

#### Annual Programming Survey update – Luke

Survey going well with 12 libraries who have signed up for year one pilot program. Kathy Kosinski is putting together Google form, and it is off to a great start. Lancaster praised Tessa's help.

#### PSA / National Reading Champion – Luke

General PSA came out well; A Champion for 2020 has been found. Decided that a single individual works best.

#### Progress on the Online Storefront – Luke

Karen Day has been working with Patty at Parker Web and Luke is working with Danielle to create a coupon voucher for state reps with library name and expiration dates. They will also create a tailored list of LSTA-approved materials for those states who use LSTA funding. Still well on schedule.

### **New Business**

#### Social Media Toolkit – Cathy Lancaster

Kralik hosted a series of conversations with state reps about social media timelines. The committee formed a small sub-committee with a timeline with images, posts, and hashtags. State reps can start posting 2020 info by August 2019. Social media toolkit spans all of 2020, with teaser for 2021. This will look similar to ALA toolkits like Library Card Sign-Up. First post will be for state libraries, and also ones for public libraries. Posts will also feature Pinterest, play lists, and other items.

#### Department of Defense RFP/Bid - Luke

Updated bid was sent out to board members. If we are awarded the bid, there are still a few things that need to happen. It will bring additional pieces to our program, such as a STEM kit. There are 200 DOD installations. DOD has 60 days to decide.

### **Other business**

A discussion about the 2023 theme and slogan was held.

### **Comments from guests**

None.

**Next board meetings:** Discussed Wednesday, July 3 board meeting. We need to approve the annual meeting agenda. Josephine Camarillo will take minutes for the July 3 meeting when Cindy Christin is on vacation.

Next meeting: **Wednesday, July 3 at 1:00 pm CDT.**

Motion to adjourn by Lemay and seconded by Snyder. Motion passed. Meeting adjourned at 2:33pm CDT.