

**CSLP Annual Meeting
September 16-19, 2019
Indianapolis, Indiana**

Monday, September 16

The Board met to discuss the Orientation from 5-6:30 this evening. Orientation for all new CSLP attendees and other members include CSLP history, why we are here, introduction of board and committee chairs, and introduction of CSLP candidates.

Tuesday, September 17

President Chrissie McGovern called the Annual CSLP Meeting to order at 9:12am

Welcome - President Chrissie McGovern

Approval of 2019 Agenda - Motion to approve by Sandy Wilkerson; seconded by Nicole Rancort. Motion passed.

Approval of Consent Agenda Motion to approve by Kate Smith, seconded by Sally Snyder. Motion passed.

President's Report Report included in packet; McGovern shared some of the things she loved about being President of CSLP.

Group Activity Annual Meeting Bingo. . . Very lively 20 minute activity!

Welcome from Jacob Speer, Indiana State Librarian Welcome to Indiana! Speer has used CSLP in the past. Invited attendees to Indiana Young Readers Center in 2016, and Education Center at the Indiana State Library.

CSLP current state - Luke Kralik

Overview of the state of CSLP and the names and faces of people who work on behalf of CSLP. We now control all aspects of the CSLP program. Librarians are the only decision drivers: state reps, committee members and chairs, board of directors, as well as Luke and Karen, the only paid CSLP employees. What does it look like for 2020? Launched our new online store so now we can know who is ordering and who isn't. Our manual has a new format, and it's important that we can make changes as an organization. We also have a Revised Rules of Use, and are no longer relying on Demco's language. We can use artwork and slogans on any paper product.

We have a new product design philosophy; for instance, we can take an image to make a t-shirt and a puppet. Kralik shared photos of who makes this happen. We have two web developers: Amanda and Patty. Our design team is Rachel, Kim, and Martha. Our warehouse and fulfillment center are Sal and Tana, owners of TS3. Our manual editor is Alyssa.

We still have a long way to go: (1) test and improve our new practices, (2) do a lot of organizational housekeeping, and (3) develop robust feedback loops. How do we act on feedback from our libraries? We can do it!

Kralik demonstrated our new online manual. Last year was 746 pages; this year is 400+ pages. All pages have Tips for other ages and abilities on the right side. The manual is at the printer now so should be arriving to your libraries very soon. Kralik also showed our online store. In the past Demco owned all the inventory and CSLP received 11% of that. Now we will own everything and receive all the profit. This new system allows electronic vouchers. It also will ship orders when they arrive. Language is still in our catalog to be sure people are not disappointed when orders arrive.

Guest Speaker - Rachel Gwaltney, Summer Learning, "Libraries: Making Summer Matter" (Slides will be shared.)

Pair and Share Discussion - Luke Kralik

Kralik asked us to share some of the ideas we heard about summer learning.

Committee Fair - Participants had an opportunity to visit with all committee chairs to talk about what each committee does. McGovern clarified that the following committee chairs also sit on the Board: Vendor, Membership, Finance, and Manual.

Manual Discussion - BriAnne Newton, Manual Liaison

2020 Manual: Quality over quantity this year, inspiring, easy to use. State reps voted on the format. Members of the manual committee were recognized. Newton encourages more submissions.

Kralik introduced activity: Share some of the assumptions that manual might have made in the following areas: front matter, early literacy, Spanish language, programming. Kralik asks to form a small group and using the four categories to discuss what assumptions future manuals should/might make about our users, purpose, audience, or summer programming. Please be positive!

We spent 30 minutes discussing these four areas in small groups. Kralik appreciated everyone taking some time to reflect on our manual. Post-it notes will be left up to look at the ideas and all notes will be forwarded to the manual committee.

Facilitator Pam reviewed the Parking Lot notes and they will be left up; all will be captured and recorded.

Meeting closed until tomorrow.

Wednesday, September 18

Welcome - Pam Seabolt and Chrissie McGovern

Discussed yesterday's Parking Lot suggestions.

Group Activity - Elaine Black asked us to write a summer reading haiku and post on the wall.

This was followed by Introduction of all participants.

Theme Discussion - Jasmine Rockwell

This has long been one of the most important activities of CSLP. In the past, there was a gathering of ideas via state reps and combining into similar themes. Top ten were voted on by state via tally votes at annual meeting. 2021 and 2022 themes were confirmed earlier so we could contract with artists. New process will be on CSLP website for ideas. Slogans will be checked by our lawyer. Compiled lists shared by state reps in August and voted on by membership at the annual meeting.

144 total ideas entered this year. In the future CSLP will create some language to encourage THEME ideas, but not SLOGAN ideas. There are 10 ideas for 2023 theme: art, oceanography, mystery, food, environment/earth, history, nature, adventure, gardening, travel. Art will be done by Frank Morrison. We were given five minutes to caucus with our state to discuss voting by state reps. Every state gets three votes. Voting will be open until tomorrow.

We will spread out and discuss pros and cons of each theme. Several questions from the audience about the process. Discussion should be why a theme will or won't work for your state. 2021 theme is animals; 2022 theme is All Together Now.

We moved around the room to talk about each of the ten themes, sharing our pros and cons of each topic. BriAnne explained that the slogan narrows down the theme, but now we can think in terms of broad themes and how each might work in our state. Voting will be final tomorrow, sent out by Google form to all state reps.

Rules of Use Update - Luke Kralik

Looking for feedback for the ROU Committee. ROU is the document that governs how CSLP resources can be used: manual, art, slogan, etc. Only participating libraries can use resources. It's a "licensing" document that includes libraries, third party vendors, performers, and "sub-licensing." ROU is both instructive and sets expectations. Far-reaching implications for ROU: (1) Changes can impact revenue & purchases, (2) Strengthen/weaken usefulness to libraries, and (3) ROU more of a system than a document.

What has changed for 2020?

- No outside input or language (Demco had lawyers look at every word)
- Removal of "Exclusive Vendor" language
- No "Program Year" requirements
- Our use has expanded to cover all paper items
- Friendlier language, not legal language

In theory member libraries can use former materials starting with "Build a Better World." These changes help support small libraries. CSLP artwork and slogans can be used on any paper good. Many small libraries have small budgets, such as a small Vermont library with a total summer reading budget of \$650.

Large libraries can usually purchase enough items in bulk which makes it affordable for them. An example is Multnomah County Library, which has licensed the t-shirt vector image to be used on anything they need for their summer program for a flat payment of \$700. Multnomah has in the past paid \$5,000-\$10,000 for artist to design game boards, t-shirts, etc. This will save MCL money in the future.

T-shirt, water bottle, and other promotional pieces will still need to talk to Luke about ROU. We will not run out of t-shirts ever with our new supplier. Once a library has purchased a t-shirt, it can add other logos, etc.

Supporting CSLP: ROU supports our vision and mission, informs the scope of our activities, and helps us “keep the lights on.” We still need to sell products to keep CLSP thriving.

Incentive & Product Discussion - Danielle Margarida

Activity to think about how items promote the theme of summer reading; post-it notes at each table to generate product ideas. Each table’s ideas will be discussed to choose the top five, and everyone will do a “gallery walk” to look at ideas. All the ideas will be captured and provided to the vendor committee.

Activity: Best Practices - Carrie Sanders

Kralik and Sanders introduced the notion of conversations about what matters to us and what brings us together. This will be a creative, emotional conversation about our passions. Google survey sent out in August has defined the five topics: summer slide; summer reading vs. summer learning; how do we tell our story; identifying and eliminating barriers; and diversity, inclusion, and equity. Each participant chose one topic and we broke into groups for discussion.

Statistics Committee - Tessa Schmidt

Committee report included in CSLP meeting folder. Data is important. This committee used to be ad hoc and is now permanent. Focus on “there is no magic bullet.” Pilot project started with nine states to gather data on summer reading programs, and will expand in year two. Developed with help of Michigan’s data coordinator.

Committee Fair feedback: Different data needs for different audiences, and these audiences have different kinds of resources. Results of pom pom activity shows emphasis on wanting data on effective programs, school performance, and importance of data. Schmidt explained a data activity using volunteers and points to ponder looking at data spectrum. For example:

Outcomes matter much	Valuable feedback
Measuring outcomes simple	Soft, messy, anecdotal
Impact, life-changing	Way to standardize?

Day Three Wrap-up - Chrissie McGovern, Luke Kralik

Read notes from Parking Lot

Thursday, September 19

Voting deadline for themes by 9am this morning.

2020 Planning Activity - Jasmine Rockwell

Ideas to design next year’s annual meeting. Please fill out the survey by October 4; link on the CSLP website. We texted one word to describe this meeting to create a word cloud.

Plus/Delta Exercise: What is one thing you liked? What is one thing you would change? Rockwell gathered the responses for planning for next year.

Election Results: Matt McLain from Leadership Committee reported on election results:

President Elect - BriAnne

Treasurer - Anne
Secretary - Cindy
Vendor Chair - Deanne
Membership - Beth
Member-at-Large - Jamie, Debbie
Children's Manual - Karen Yother
School Outreach - Rebecca

Thank You to Outgoing Board: Chrissie gave out certificates for outgoing board members: Cathy Lancaster, Sally Snyder, and Matt McLain.

Josephine thanked Chrissie for leadership the past 19 months and gave her a plaque with gavel and a gift bag from Indianapolis.

Karen Day talked to membership about transportation to the airport. Travel voucher is on website for everyone who needs reimbursement.

Membership Feedback - Danielle Margarida

Danielle passed out an Annual Meeting Reflection and we heard from some participants about their thoughts.

Final Announcements - Thanks to Steering Committee. Thank you to everyone for attending. We had 49 new attendees. Next year is in Detroit, Michigan in September.

Theme for 2023: Oceanography! Slogan will be chosen next year. Artist is Frank Morrison

Elaine Black moved to adjourn; Anne Lemay seconded. Motion passes and CSLP annual meeting is adjourned at 9:23am.

Board of Director's Debrief

Board of Directors met starting at 10:06am

New board member Deborah Dutcher from New Hampshire introduced herself, and all other board members introduced.

Camarillo mentioned some holes in the meeting schedule that can be addressed. Yates commented that some members are interested in joining the steering committee. Lancaster had some feedback about not having action items and having specific things to bring back to their states. McLain suggested we use the last day as committee time; Lancaster thought first day could be committee time as well. Lemay felt the reflection activity was too early. We could repeat some of the small group discussions. We could do a broad recap of the meeting on the last morning, what you can bring back, what the future looks like. Revisit the CSLP Mission and Vision throughout the meeting. Kudos to the Board sitting with others and being friendly. Perhaps have steering committee and facilitator meet the first day, or perhaps have a Zoom meeting the month before.

Camarillo would like a skeleton agenda in December/January, and have a completed draft by April. We all liked the daily outcomes at the bottom of each day's schedule; perhaps highlight each day? Several attendees need to have a draft agenda to get the OK to attend. Better to attend a meeting or a conference? We are building the future!!

We need to let our supervisor's know how important it is to attend. We have discussed the meeting vs. agenda issue in the past and decided to stick with MEETING. We want someone from every state and territory so that everyone has a voice. We discussed how to get to know the candidates better before we vote.

There will be some open committee positions that will need to be filled. Camarillo would like some action items for the steering committee. She would like to offer them to return next year, and then do a call out to others who might like to join. McLain moves to form a steering committee; Dekle seconds. Motion passes. The steering committee will meet the next couple of weeks.

Other ideas? Some participants were disappointed with not getting "stuff" this year to take home. Karen Day was hoping that everyone's promotional packages would have arrived last week. Manuals coming soon. McLain asked if we could get rid of DVDs but some libraries still use them. He thinks we could cut that cost. Another option is to get larger, flatter USBs. Maybe we give every participant a small poster? Next year we can make it happen. Snyder encouraged CSLP to continue offering a paper manual.

Parking lot was a success. Very positive. Yates suggested answers put up every day. Committee Fair was successful as well. McLain recommends changing up the format of the Committee Fair next year. Think about the introverts; maybe put colors on nametags to determine where to sit each day.

Mentor idea didn't happen this year, but it was happening in an informal way. Timing issues: we can add time to some of the activities. Can also add topics to the heart discussion that will appeal to all librarians.

Everybody seemed to like this time of year better, but there are a lot of other trainings and conferences in the fall. Be sure to be sensitive for hurricane season when choosing places to hold the meeting.

Karen Day will follow up on the sticky notes. Parking lot notes will cover as well.

Camarillo wants to complete agenda for the next board meeting in October. Finance, leadership development, annual meeting review, bid from Tana at TS3 about supplying the product line. Lots of discussion about the pros and cons of a 5-year contract. Historically, we had a 2-year RFP for core goods, 15-20 incentive items to match the theme, and Demco got the contract. We would no longer rely on Demco. We could still put out other bids; not an exclusive contract. McLain recommends writing in a way to get out of the contract in the future, for instance if TS3 sells their company. Day pointed out those clauses are already in the contracts. Kralik would like board approval to proceed with these discussions with TS3. Board approves.

Add clarification about how many committees can be joined. Board retreat will be in Chicago; McGovern will send out a doodle poll for dates. Be prepared: We will do a strategic plan!

McLain motion that we adjourn; Dekle seconds. Motion passes. Board meeting adjourns at 11:23am.

Respectfully submitted September 19, 2019

Cindy Christin, CSLP Secretary

