

## Board of Directors Meeting

January 8, 2020

**1:00 p.m. CST**

11:00 am PST/12:00 pm MST/2:00 pm EST

**ZOOM Video Meeting**

### **Board Members**

Josephine Camarillo-President  
BriAnne Newton – Pres Elect  
Cindy Christin-Secretary  
Anne Lemay-Treasurer  
Deanne Dekle-vendor  
Chrissie McGovern-Past President  
Karen Yother-Manual Rep  
Beth Yates-Membership  
Jamie Chipman-at large  
Deborah Dutcher-at large  
Luke Kralik-Org. Coordinator  
Karen Day-Administrator

### **Roll Call** – Karen Day

Josephine Camarillo, Cindy Christin, Anne Lemay, Deanne Dekle, Chrissie McGovern, Beth Yates, Jamie Chipman, Deborah Dutcher, Karen Yother

Guests: Marla Smith (Bermuda), Elaine Black (GA), Janet Dwyer (OH), Carrie Sanders (MD), Sandy Wilkerson (KS)

Luke Kralik-Org. Coordinator  
Karen Day-Administrator

### **Call to Order** – Josephine Camarillo 1:04pm

Welcome guests and new Board members  
Happy New Year!

### **Approval of the Consent Agenda**

December 2, 2019  
Financials Management Report-Anne Lemay  
Organizational Coordinator's report – Luke Kralik

Chrissie McGovern moves to approve, Jamie seconds, motion passes to approve agenda.

### **Unfinished Business**

#### Annual Meeting Steering Committee – Josephine Camarillo

Two new committee members joined: Bethany Wilson (TX) and Joel Bangilan (TX). Greta Bergquist and Danielle Margarita have resigned. The next step was to send out a survey to state representatives. Camarillo suggests that we don't have annual meeting in 2020 but something different—a short, business-like meeting with a smaller group of state reps and board to evaluate CSLP's processes and improve what we are doing. The committee will meet January 22 at noon to further discuss. Camarillo asked other committee members for their ideas.

Carrie Sanders: We are a very deliberate group and try to be purposeful when planning an annual meeting. This is a prudent decision to pull back a bit while we discuss the role of the annual meeting.

Elaine Black: Annual meeting has served its purpose and needs to be reviewed for the future. Equity and inclusion training might be a part of this reorganization. This could be change from an annual meeting to an annual day of professional development. Arrive day one in afternoon, all day professional development, and then done by noon the third day.

Question about how we will handle state reps bringing others from our states. No decision made yet. Also depends on funding as well. This is not necessarily the end of annual meetings. Yother recommends we might do a Zoom meeting with some of the other committee work that happens at meeting. Details still need to be discussed, especially how this affects committee members and front-line librarians.

Change is suggested just for 2020, not for the future. This meeting would happen in the fall 2020, with no guarantee for 2021. We would probably stick to the hotel in Detroit. Dwyer says she would like state reps to represent their librarians in the state and not just professional development for one or two people.

“Why are we here?” is the question we need to answer and have buy-in from state reps. Lancaster recommends we work with a facilitator to plan future agendas. It’s important that we meet, but bring in someone from outside who has a specialty in strategic planning.

## **New Business**

### Office Administrator Candidates – Chrissie McGovern

McGovern is chairing the committee to find a new office administrator. The search was narrowed down to seven people, and the committee did Zoom interviews with five. Will do in-person interviews with three candidates in Houston on February 3. Interview will include planning an annual meeting. We would like to have the new person start March 2 if possible.

### Membership – Beth Yates

Wanted to talk to the Board about initiative in which committee members were to reach out to state reps. What other tasks should membership be doing? A welcome manual? Establishing relationships with state reps? McGovern pointed out that membership can help work on the organizational handbook along with the vice-president. Also they could work with some of the individual libraries in Oregon, who has left CSLP. Also membership could factor in the survey that may or may not be sent to state reps.

### Cash Basis vs. Accrual Based Accounting – Anne Lemay

Reminder that there is a budget for face-to-face meetings. Lemay wants to talk about switching from cash to accrual accounting. A link to an article explaining the difference was sent to the members of the budget & finance committee. They are advising the CSLP Board to switch to accrual based accounting. Benefits of the change:

- Allows us to pursue grants
- Gives a true picture of our finances
- Still includes a cash-flow balance sheet
- Recommended by our auditor

- Will accurately reflect our assets
- Improve the way we conduct our business

Motion to change to accrual based accounting made by Chipman; seconded by McGovern. Motion passes.

## **Other business**

### Board Retreat

Dates still April 26-30 but location may change based on funding. Four options: Portland, Denver, Salt Lake, or LA. Costs to travel about the same. Camarillo recommends Portland because some members can drive. Consensus was to meet in Portland, Oregon in April. . . specific dates that week to be announced.

### Artwork 2021

Camarillo met with Siri from WA and she had a question about the artwork for 2021. Would state reps be able to preview artwork before it goes to print? This has been discussed; artwork for 2021 is complete so it could be viewed (but not shared). Kralik supports this idea. Dekle thinks this can be done easily. Can it be shared in Google Drive or PDF so it can't be copied. Lancaster asks maybe a webinar reveal? Does that give reps enough time to look carefully?

Yates would like to work with a professional organization to make sure that artwork is vetted for diversity and other issues. We need to formalize our process. Kralik is working with the Children's Center for the Book in Madison, Wisconsin. Sophie Blackall will be delivering sketches in November, so we have time to make decisions on how to work with other entities.

Action: Dekle will send 2021 artwork to the Board for input, and it will go to the state reps later this month.

CSLP folks can download Michigan folders, but they won't go on the CSLP website. Lancaster wants the art to be out there but not the issues.

### **Comments from guests - None**

Motion to adjourn McGovern, Chipman seconds. Motion approved and meeting adjourned at 2:07pm.

Next board meeting: February 5, 2020 at 1:00 pm CDT via ZOOM

Executive Session was called at 2:10pm; adjourned at 12:50pm.