

CSLP Board Agenda

Wednesday, April 5, 2023

2:00 p.m. EST

11:00 am PST/12:00 pm MST/1:00 CST/2:00 pm EST

1. Roll Call – Melissa Hooke

Cathy Lancaster, Donna Throckmorton,
Deborah Dutcher, Beth Yates, Adrienne Butler,
Lysha Thompson, Jasmine Rockwell, Amelea Kim,
Erin Groth

vacant - Executive Director

Melissa Hooke – Admin

Alyssa Graybeal – Manual Managing Editor

Not in attendance - Katie Perkey, Kate Smith

Guests – Sally Snyder – NE, Sandy Wilkerson – KS, Janet Dwyer Ingraham – OH,
Kelly McCabe - NM, Karen Liu – UT, Amy Olson - KY

2. Call to Order – Cathy Lancaster 2:03 EST

3. Welcome Board and Guests

4. Approval of the Consent Agenda

- a. March 2023 Board minutes – Kate Smith
- b. Budget – Deborah Dutcher

Motion to approve by Amelia Kim, seconded by Beth Yates. Passed
unanimously.

5. Unfinished Business

- a. Exec Dir Search Committee Update – Beth Yates

1. Shared a brief history of Executive Director search
2. Announced that Dawn Krause has been offered and accepted the
position. Scheduled to begin May 15, 2023.

Board Members

Cathy Lancaster - President
Donna Throckmorton – President Elect
Kate Smith – Secretary
Deborah Dutcher – Treasurer
Beth Yates – Past President
Adrienne Butler - at large
Lysha Thompson – at large
Katie Perkey – at large
Jasmine Rockwell - Vendor
Amelea Kim - Membership
Erin Groth - Manual Committee
vacant - Executive Director
Melissa Hooke – Admin
Alyssa Graybeal – Manual Managing Editor

b. Vendor Update – Jasmine Rockwell

1. 2024 Highlights – Vendor committee has exciting, new items coming to the store for the 2024 summer program. Major overhaul of t-shirts. New fabric, different cut. Offer fewer graphic images but more color options and will debut a sweatshirt.

c. Artwork Update – Melissa Hooke

1. Extended an offer to the design house to supplement artwork.
2. Teen and Adult focused poster and 12 additional spot art.
3. Testing out how graphic design house can meet the needs of all audiences.
4. Brian Floca will provide initial sketches for review in June.

d. [Policy Manual Update](#) – Amelea Kim

1. Board Agreements – Discussed at retreat if we should keep the board agreement. The board feels like we should re-implement the signing of a formal board agreement.
2. Concern/Challenge Form
Changed CSLP Challenge form, to Statement of Concern form.
Looking for feedback on newly revised Statement of Concern form
Discussion:
Updated policy language to be less specific and on a higher level.
Submit form via email.
Will the reports be public?

6. New Business

a. Board Retreat Report – Cathy Lancaster

1. Conducted interviews each morning
2. Lysha, Amelea, and a few state reps will begin work on Transitions. Discussions on transition of committee, chairs, boards as week as recognition for volunteers.
3. Discussed online manual that is more searchable
4. Communications position – will wait until new ED is onboarded.
5. Interview discussions to make our final decision.

b. Graphic Design House Proposal – Amelea and Jasmine

Lysha and Adrian are also in the ad-hoc group to engage the graphic design to help with marketing.

- c. Membership committee will host small meetings for state reps to be held June 6, July 27, August 16.

Goals of these meetings:

- Get feedback from state reps,
- Discuss future directions,
- Receive information to choose 1 project to work on in the future and
- Compile ideas for annual meeting discussion.

- d. Annual Meeting dates – Cathy Lancaster

Meeting will be the week of September 12

Sept 13 – 14 – Meetings days

Sept 12 and 15 - Travel days

- e. Committee reports – Cathy Lancaster

1. Slogan/Theme, Vendor, Membership, Artwork, Child wellbeing and inclusion committee reports will be added soon.

7. Other business

PSA videos are almost complete. Thank you to Amy Olsen for help with Spanish translation of the PSA script.

8. Comments from guests

9. Next board meeting: **May 3, 2023** at 2:00 pm EST via ZOOM

10. Amelea motion to adjourn 2:51 pm EST