

CSLP Board Agenda

Wednesday, November 1, 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, Kate Smith,
Deborah Dutcher, Beth Yates, Adrienne Butler,
Lysha Thompson, Katie Perkey, Amelea Kim
Melissa Hooke - Admin

Alyssa Graybeal - Manual Managing Editor

Guests: Evan Michael Bush (GA), Janet Dwyer (OH), Kelly McCabe (NM), Susan Cordle (DE), Amy Olson (KY)

Not in attendance: Jasmine Rockwell, Erin Groth, Dawn Krause

2. Call to Order – Cathy Lancaster - 2:02 pm

3. Welcome Board and Guests

4. Approval of the Consent Agenda

- a. September 2023 Board minutes – Kate Smith
- b. October 2023 Board minutes – Kate Smith
- c. Budget – Deborah Dutcher

Amelea Kim moved to approve the consent agenda; Katie Perkey seconded. Shipping has been slow because not all items have gotten to the warehouse yet. A payment to The Foundation Group will be going through soon. We need to build up our savings in preparation for spring warehouse expenses. Motion passes.

5. Unfinished Business

- a. ByLaws Voting Results – Cathy Lancaster

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
Dawn Krause - Executive Director
Melissa Hooke – Admin
Alyssa Graybeal – Manual Managing Editor

The amendments to the ByLaws passed. Need to make changes to documents and post to the website. Cathy will do that in November.

b. Membership Chair consideration – Cathy Lancaster

We are sad to say goodbye to Amelea as she moves to California. Beth Yates announced that Sue La Paro (VA) has offered to serve the rest of Amelea’s term. The Nominating Committee recommends that Sue La Paro be appointed to Membership Chair. Lysha made a motion to accept Sue as Membership Chair; Donna seconded. Motion passes. Thank you to Sue.

c. Organizational Manual and Policy Manual – Amelea Kim

Organizational Manual changes: Amelea asks if we want to announce the Annual Meeting date earlier in the year; discussion of logistics of that decision. Decided to have the goal of announcing earlier in the year. Moved responsibility of reviewing changes to manuals to the Secretary and Membership Chair in tandem. Amelea will let Sue know about that shared responsibility.

Policy Manual changes: Discussion of investment policy, which currently doesn’t exist. This will need to be created before we develop more investments.

Thank you from the entire board for Amelea’s work and dedication to CSLP. She will be greatly missed.

6. New Business

a. Updates from Ex Director – Dawn Krause

Dawn is attending the Kansas Library Association annual meeting this week and is unable to present. She sent her report earlier this week.

1. Rules of Use for Maryland – Beth Yates

Baltimore County Public Library has agreed to pay a \$500 licensing fee in order to use CSLP artwork and theme for their marketing and shirts they sell to fund their Summer Library Programs. Thanks to Carrie Sanders (MD) for helping us with the negotiations with Baltimore County.

Reminder to state reps that Tana at our warehouse can do special orders if needed.

2. Program submissions are underway for Unearth a Story. Please promote the competition.

b. Leadership & Nominating Committee – Beth Yates

The Manual Chair representative is Angela Germany. She begins in January officially but she will be added to the board listserv in order to keep her aware of our messages.

c. Representatives in states that are not members – Cathy Lancaster

Cathy and Donna have discussed this recently. Many libraries in the NE have been purchasing manuals and items but aren't represented at the state level. Donna will take this up beginning in January.

d. Publishers and Book Vendor Partnerships – Dawn Krause/Cathy Lancaster

Brodart and Baker & Taylor have reached out to CSLP about getting our book lists in order to sell titles to libraries. This will be discussed more with Dawn when she is available.

e. TS3 Warehouse contract renewal – Cathy Lancaster

Dawn has received the contract renewal and we have added our amendments for a 5-year contract with TS3. Our lawyers are currently reviewing it.

7. Other business - none

8. Comments from guests

9. Next board meeting: **December 6, 2023**, at 2:00 pm EST via ZOOM

Amelea moved to adjourn at 2:45 pm