

## CSLP Board Minutes

Wednesday, March 6, 2024

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

In attendance: Donna Throckmorton, Kate Greene Smith, Deborah Dutcher, Cathy Lancaster, Evan Michael Bush, Katie Perkey, Jasmine Rockwell, Sue LaParo, Angela Germany, Dawn Krause, Alyssa Graybeal

Not in attendance: Lysha Thompson, Erin Groth

### 2. Call to Order – Donna Throckmorton at 1:03 pm CT

### 3. Welcome Guests

Carrie Sanders, Amy Olson, Kelly McCabe, Anna Foote, Susan Cordle, Janet Ingraham Dwyer, Jeni Schomber, Brian Greene, Bobbi deMontigny, Sharon Phillips, Sara White, Beth Yates, Letitia Bulic, Deborah Kinirons, Beth Yates, Kelsey Stalter

### 4. Approval of the Consent Agenda

5. February 2024 Board minutes – Lysha Thompson

6. February 2024 CSLP Treasurer Report - Deborah Dutcher

Cathy Lancaster moved to approve the consent agenda; Jasmine Rockwell seconded motion. Motion carries.

### 7. Executive Director Update – Dawn Krause

Executive Director Report in meeting file. We are doing well financially. A payment to the warehouse is coming soon and we will have that covered. Items to purchase for next year will be coming in soon. The new bookkeeper has been working out well. Dawn has been working on the 2025 budget with the finance committee and they are working on the health benefits details. Sales have continued to be great. We are running about a month out for shipping. Dawn is also working to name Smokey Bear as our Reading Champion for 2024.

#### 2024 Board Members

President	Donna Throckmorton
President-elect	Kate Greene Smith
Secretary	Lysha Thompson
Treasurer	Deborah Dutcher
Past-President	Cathy Lancaster
At Large	Evan Michael Bush
At Large	Erin Groth
At Large	Katie Perkey
Vendor	Jasmine Rockwell
Membership	Susan La Paro
Manual Liaison	Angela Germany
Executive Director	Dawn Krause
Administrator Manager	Melissa Hooke
Manual Managing Editor	Alyssa Graybeal

8. Treasurer Update – Deborah Dutcher  
Treasurer report in meeting file. Deb spent time working on 2025 budget with Dawn and Melissa; QBO is still hard to work with. The checkbook now matches what we have recorded.
9. Unfinished Business
  - a. Artwork Update – Dawn Krause  
The first set of sketches were well received by the committees and even though we're behind on our timeline, things should catch up due to the progress from Mike Mullan.  
We have adjusted what we have requested from Kaylani Juanita - we would like 3 posters, one children's, one multigenerational, one that is graphic/slogan only.
  - b. PSA videos - Cathy Lancaster is helping orchestrate these.
  - c. Partnership Committee - Kate Smith met with Sue LaParo for the first meeting to plan what this committee will need to do. Next meeting is March 28, 2024, at 2 pm CST.
  - d. Update on New Rules of use - Jasmine Rockwell  
The Rules of Use have been updated to reflect what we want them to say. Link: <https://docs.google.com/document/d/1wOd1SUKw3UGhJEd-vgXJKsSRDjfKL477/e>  
dit Please review so it can be approved at the next meeting.
8. New Business
  - a. Artwork Committee Chair appointment – Cathy Lancaster  
Wendy Day had to step down as chair. Cassie Veselovsky and Stephanie Abbott have agreed to co-chair the committee. Evan Bush moved to accept them as chairs; Kate Smith seconded. Passes unanimously.
  - b. Newsletter - Cathy Lancaster  
Please send any articles or features to Cathy. If state reps see anything they'd like to feature, take pictures and send it to Cathy as well.
  - c. Travel software - Dawn Krause  
Dawn and Melissa met with an Italite representative to determine if they wanted to use it for travel to the Annual Meeting and Board Retreats. This should save administrative time and allow us to pay for flights and hotels from our Quickbook accounts.
10. Spanish Manual Committee Update – Deborah Kinirons - Deborah is presenting to the NY State Library on how to use the Spanish language manual in programming. The committee is given deliverables - usually songs and booklists - from Alyssa for them to create and review.
11. Review Action Items – Kate Smith for Lysha Thompson  
State reps should review the Rules of Use for changes and be able to vote at the next meeting.

12. Announcements & Other business
  - a. Annual Meeting 2024 - Denver  
Annual Meeting will be held August 28 and 29 with travel days being Aug. 27 and Aug. 30. People are invited to join the Annual meeting Conference committee.  
More official information will be coming.
  - b. Welcome to Kelsey Stalter, our new state representative from Florida. Hello from Letitia Bulic (WY)
13. Adjournment at 1:50 pm - Cathy Lancaster made the motion to adjourn
  - a. Next board meeting: **April 3, 2024**, at 2:00 pm EST via ZOOM