

## CSLP Board Minutes

January 8, 2025

**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

Kate Greene Smith, Lysha Thompson, Donna Throckmorton, Kelly McCabe, Katie Perkey, Jasmine Rockwell, Angela Germany, Beth Yates, Evan Michael Bush, Matt McLain, Sue La Paro

Dawn Krause, Melissa Hook, Tabettha Barry

Joanne Pruitt, Jennifer Redford, Sara White, Brian Greene

### 2. Call to Order – Kate Greene Smith 1:03 CT

### 3. Approval of the Consent Agenda Matt McLain made motion to accept consent agenda. Motion seconded by Lysha Thompson. Motion carried.

- a. December 2024 Board minutes – Sue La Paro
- b. Financial Report – Matt McLain reported that he is working on formatting reports. Finances are on a pace similar to last year. Continuing with incremental progress on backlog.

### 4. Executive Director Update – Dawn Krause

Dawn is working on getting Woo Commerce visuals to show retail information. Some products are getting low in inventory and selling out; there is \$150,000 in budget for reordering products. Customer service for ordering ramped up after the new year. Foundation Group progress is ongoing with input and corrections; unlikely to meet deadline of end of fiscal year (May 31). Methodikal and Dawn have identified 5 artists to send to Artwork Committee for selection for

#### 2024 Board Members

President	Kate Greene Smith
President-elect	Lysha Thompson
Secretary	Sue La Paro
Treasurer	Matt McLain
Past-President	Donna Throckmorton
At Large	Evan Michael Bush
At Large	Katie Perkey
At Large	Kelly McCabe
Vendor	Jasmine Rockwell
Membership	Beth Yates
Manual Liaison	Angela Germany
Executive Director	Dawn Krause
Administrator Manager	Melissa Hooke
Manual Managing Editor	
Accounting Specialist	Tabetha Barry

2026 and will secure artist by next week. State ordering has TX, GA, and NM complete; FL library ordering has been time intensive. Top-selling products are the tie-day items. Reading Champion Katherine Applegate will be announced January 15; Macmillan has been an excellent partner. Need to check with Daniel on PSA progress. Summer Symposium recordings have been popular for viewing. Partnership Committee is still working with Eric Carle Museum, Highlights, Library Speaker Consortium, and Midwest/Hoopla.

5. Unfinished Business

- a. Transitions document update

6. New Business for Discussion

- a. BEBS update - Sara White

BEBS is a workshop series exploring equitable summer services. The Building Community Based Summers is a learning series of four (4) sessions over two months. State reps are being asked to get the word out to their libraries by the end of the week.

- b. Board Retreat planning

Kate asked for helpers with strategic planning.

- c. Ad hoc committee to research platforms other than Woo Commerce

Woo Commerce is free and aligns with WordPress. However, its capabilities and connectivity are not very strong. Being free does not offset the costs in time and energy. One option is Shopify. One challenge is any new platform would have to be implemented in August/September.

- d. Managing Content Editor position

Alyssa's position was a part-time 25-hour position. There is additional work with the database and adding content. Ideally, the candidates for the position would have library and social media experience. Lysha Thompson made motion to move forward with the editor position. Evan Michael Bush seconded. Motion carried.

7. Committee Business

- a. Committee of Committees meeting Friday, January 24 1:00 CT/2:00 ET
- b. Professional Development Committee was officially approved. Donna offered to serve as chair.
- c. Partnership Committee – Lysha offered to serve as chair.
- d. Kate will compile and distribute committee liaison list. Liaisons should be in touch with the committee chair, attend meetings, and offer assistance.

8. Review Action Items – Sue La Paro

- a. Dawn will send Zoom reminders.
- b. Kate will start Board retreat planning
- c. Kate will ask for helpers for strategic planning
- d. Dawn and Kate will create an ad hoc committee to review platform options other than Woo Commerce
- e. Kate will compile and distribute committee liaison list
- f. Dawn will move forward with new Content Editor position
- g. Dawn will send out Board Agreement document for signatures
- h. Kate and Dawn will start working on virtual Annual Meeting date

9. Announcements & Other

- i. Matt asked for verification for dates of Board Retreat: May 13-14 with May 12 and May 15 as travel days.
- j. Guests were welcomed. Joanne Pruitt, Wyoming's state rep, was introduced.
- k. Angela reported that they have their last manual chair meeting this Friday.
- l. Kelly asked about Board orientation document.

10. Comments from guests

11. Adjournment – Next Board Meeting: February 05, 2025, 2:00 pm EST