

# CSLP Board Agenda

May 14, 2025

**1:30 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, Donna Throckmorton, Abby Chumin, Matt McLain, Katie Perkey, Evan Bush, Kelly McCabe (virtual), Jasmine Boogaart, Beth Yates, Angela Germany, Sue La Paro

Dawn Krause, Melissa Hooke, Tabitha Barry (virtual)

## 2. Call to Order – Kate Greene Smith 1:34 pm EST

## 3. Approval of the Consent Agenda

- a. April Board minutes – Sue LaParo
- b. Financial Report – Matt McLain

In the continued quest to get the books in order, Matt reported that the IRS did not appear to assess penalties and 990s need to be filed in a particular order. An audit is due in October of FY 26. Tabetha has been instrumental in improving collections efforts.

Kate will survey states to determine whether, due to funding uncertainties, they will be staying with CSLP. The data will help inform decisions about membership dues. Invoices for dues are issued at the turn of the fiscal year in June. Also, the return on investment (ROI) letter will be sent out.

Approval of the Consent Agenda: Matt McLain made a motion to accept the consent agenda. Motion seconded by Evan Bush. Motion carried.

## 4. Executive Director Update – Dawn Krause

- Dawn described the limitations of our current store software, particularly the inventory control aspect. She suggested Sage Inventory Planner, which produces reports and integrates with QuickBooks. Beth asked if better software was available, and Matt suggested hiring a consultant to explore a replacement system.
- Dawn reported a strong cash flow with \$1,283,699 in the bank accounts. Gross sales in the storefront were \$1.9 million, which is a 9% decrease from last year but still solid.
- Tom Bonson has completed his artwork, and it has been forwarded to Methodikal.
- The PSA and social media kit have been deployed. Donna mentioned that Canva now requires a professional account for shared files.
- Amanda has taken over the newsletter creation.

## 5. Unfinished Business

- a. Thank you to Jasmine – Kate

### 2024 Board Members

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

Kate thanked Jasmine for her 20 years of service to CSLP.

b. New Vendor Chairs – Donna

New Vendor Committee chairs were nominated: Anna Foote (KS) and Jean Jansen (IL). Evan Bush made a motion to appoint Anna and Jean as co-chairs of the Vendor Committee. Matt seconded the motion, which passed unanimously.

c. Approve FY26 Budget -- Dawn/Matt

Matt presented the proposed budget based on conservative numbers, including no increase in dues and a reduction of \$500,00 to reflect potential reduced federal funding. He reviewed income and expenses. With the proposed budget of \$1,907,200.00 in income and \$1,766,190.00 in expenses, \$141,010.00, Matt suggested a deposit of \$141,010.00 in savings.

Jasmine Boogaart made a motion to accept the proposed budget with no dues increase. Beth Yates seconded. The motion passed unanimously.

d. Membership Committee updates - Beth Yates

Deferred for discussion later in afternoon.

6. New Business for Discussion

a. Review Action Items – Sue LaParo

- Dawn will initiate store sale.
- Dawn will meet with new Vendor Committee co-chairs.
- Kate will start planning annual meeting.
- Matt will add \$31,000 in income back into budget for membership dues.

7. Announcements

8. Adjournment – Motion to adjourn by Donna at 2:37 pm.

9. Next Board Meeting: June 4, 2025, 2:00 pm EST