

CSLP Board Minutes

June 4, 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, Donna Throckmorton, Abby Chumin, Matt McLain, Kelly McCabe, Anna Foote, Jean Jansen, Beth Yates, Angela Germany, Sue La Paro

Dawn Krause, Melissa Hooke, Tabettha Barry, Amanda Raiche

Visitors: Lauren Clossey, Janet Ingraham Dwyer, Cathy Lancaster, Sharon Phillips, Darby Porter, Joanne Pruitt, Leigh Ramey, Carrie Sanders, Jeni Schomber, Sara White

2. Call to Order – Kate Greene Smith 2:04 ET

3. Approval of the Consent Agenda

- a. May Board minutes – Sue La Paro
- b. Financial Report – Matt McLain

There is \$1.3 million in various accounts. Gross store sales of about \$2 million, down about 8% from last year; still have some open invoices. We are paying ahead for some of next summer’s merchandise in response to potential tariffs. The Foundation Group will file FY2025 990 and then file earlier 990s in quest for non-profit status.

Approval of the Consent Agenda: Donna Throckmorton made a motion to accept the consent agenda. Motion seconded by Beth Yates. Motion carried.

4. Executive Director Update – Dawn Krause

- a. Membership invoicing to states will begin in mid-June.
- b. Bulk manual ordering will start in July.
- c. The store open date for 2026 is targeted for October 6.
- d. Tabettha is working on more end-of-the-year reports for the Foundation Group, which will help in getting the 990s filed.
- e. Dawn is working on getting end-of-the-year budget actuals to add to the FY2026 budget for presentation at the Annual Meeting.
- f. Methodikal is working on a contract for 2027 artwork for review within the next month. Seth is currently working on 2026 product designs. TS3 is starting the final product drafts; Dawn is working with Anna and Jean to get them into the approval loop now that Jasmine has gone. The manual draft deadline to Methodikal is on track for an early July deadline.

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	Anna Foote
	Jean Jansen
Membership	Beth Yates
Manual Liaison	Angela Germany
Executive Director	Dawn Krause
Administrator Manager	Melissa Hooke
Manual Managing Editor	Amanda Raiche
Accounting Specialist	Tabetha Barry

- g. We are changing from UPSP to UPS for shipping for the year 2026 because of issues with non-delivery.
- h. TS3 has moved warehouses to accommodate an electric dryer. We were ahead of our shipping deadlines this year, and all related orders were shipped by the end of May.
- i. Dawn is working on a social media marketing plan for Digby, the 2026 blue dinosaur mascot.
- j. Amanda and Dawn are working with Macmillan for Dan Santat's season as the 2026 Summer Reading Champion.
- k. Amanda met with Midwest Tape concerning sponsorship possibilities for 2026 and will bring the Partnership Committee into the discussion. Dawn has drafted a sponsorship structure for review with the Partnership Committee.
- l. Dawn and the Patron Access Committee have been working on a statement for the 2026 manual about the use of "prehistory" and "prehistoric." She has also been working on an introduction to the Unearth a Story theme.

5. Unfinished Business - none

6. New Business for Discussion

- a. Nomination and Leadership Committee – Donna Throckmorton
Nominations are open until Monday, June 16. Still need candidates for president-elect and committee chairs. The Nominating and Leadership Committee will meet to review and identify potential candidates. The slate of candidates will be on the agenda for approval at the next Board meeting.
- b. Strategic Plan Review – Kate Greene Smith
Kate shared the mission and vision for the strategic plan, which was created at the Board retreat with Cathi Hight. The plan moves the organization to a strong position. The Board will review the strategic plan before sending it out to the membership.
- c. Patron Access Committee changes – Abby Chumin
Abby, as chair of the committee for the past three years, presented a plan to frontload inclusivity, instead of incorporating it after the manual is complete.
 - 1. Take inclusion to manual chairs
 - 2. Use Universal Design for Learning (UDL) template for library programming
 - 3. Present a UDL inclusion webinar in November
 - 4. Create a timeline for implementation
 - 5. Move the committee under the manual chairs

Amanda expressed concern about the timeline, having not been through the entire manual process yet. Abby and Amanda will work together to review UDL and potential timeline. UDL should also be included in the strategic plan.
- d. Review Action Items – Sue La Paro
 - i. Dawn and Amanda will coordinate with Partnership Committee about Midwest's proposal for summer 2026

- ii The Nominating and Leadership Committee will prepare a slate of candidates for the July Board meeting
- iii The Strategic Plan will be presented at the July Board meeting
- iv Abby and Amanda will confer about UDL and potential timeline for implementation

7. Announcements

Sara White commented on the amazing Summer Reading decorations that have been posted on the Facebook page and suggested they be collected and shared. Dawn will include them in the next newsletter.

Kate thanked all committees and people involved in choosing and promoting this theme.

Welcome to Anna Foote and Jean Jansen (vendor committee co-chairs) and Lauren Clossey (North Carolina Continuing Education Consultant).

8. Comments from guests

9. Adjournment – Next Board Meeting: July 23, 2025, 2:00 pm EST