

CSLP Board Minutes

July 23, 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, Abby Chumin, Donna Throckmorton,
Matt McLain, Evan Michael Bush, Katie Perkey, Kelly McCabe,
Anna Foote, Jean Jansen, Beth Yates, Angela Germany,
Sue La Paro

Dawn Krause, Melissa Hooke, Tabettha Barry

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

Visitors: Trisha Hutcherson, Cathy Lancaster, Katelyn Patterson, Darby Porter, Sharon Rawlins,
Jennifer Redford, Carrie Sanders, Jeni Schomber, Cassie Veselovsky, Sara White

2. Call to Order – Kate Greene Smith 2:00 ET

3. Approval of the Consent Agenda

a. May Board minutes – Sue La Paro

b. Financial Report – Dawn Krause

There is \$1.3 million in various accounts. Gross store sales totaled about \$1.9 million, down about 10% from last year. We are close to closing out FY25, with the year-end process going well. Tabettha is working with The Foundation Group on the 990s. It might be time to consider moving some funds into short-term CDs.

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

4. Executive Director Update – Dawn Krause

a. Invoice planning product – Sage Inventory Planning allows for better control of inventory and reordering as well as better reports. It should be implemented by mid-August, with data imported from Woo Commerce.

b. We are switching to UPS for shipping (from USPS) in search of better service. USPS had no recourse for lost packages. We are currently trying to negotiate rates. There will be no change to shipping rates for customers.

c. Methodikal is working on 2027 (Mysteries Await) artwork for review. The Artwork Committee is looking at the scope of artwork with hope of a September decision. Amanda submitted her first manual to Methodikal.

d. Bulk manual ordering is underway. The orders for print manuals has decreased.

e. Almost all products are done for 2026.

- f. The Katherine Applegate writing contest deadline is July 31. There is a two-week turnaround for judging.
- g. Dawn is working on a social media marketing plan for Digby, the 2026 blue dinosaur mascot.
- h. The Universal Design webinar is scheduled for November 13 at 2:00 EST. Registration will start in October.
- i. Building Community-Based Summers (BCBS) is opening another cohort for training, which will run from September to early December 2025. The website has been updated, and applications are open.

5. Unfinished Business

- a. Nomination and Leadership Committee – Donna Throckmorton
The slate is complete. Everyone should review the candidates and their videos in order to make an informed vote.
- b. Strategic Plan Review – Kate Greene Smith
The three-year Strategic Plan is complete. There is a “stew pot” of additional ideas generated during the process.

Donna Throckmorton made a motion to approve the Strategic Plan as written. Motion seconded by Abby Chumin. Motion passed unanimously.

- c. Committee Review – Kate Greene Smith
The Board will look at CSLP committees every year. The Child & Community Well-Being Committee (CCWB) Committee is moving to the Outreach Committee. Its work will continue but just not as a separate entity. The Inclusion and Patron Access Committee has served its purpose. Going forward, it should be part of every Committee’s work, especially Outreach, Manual, and Professional Development. Universal Design training will be offered in November.

6. New Business for Discussion

- a. Methodikal Proposal – Dawn Krause
The Methodikal proposal came in at \$74,000 and is available in Basecamp under Docs and Files. It is higher than before because they are sourcing and paying the artists. There is nothing new in the deliverables.

Matt McLain made a motion to approve the Methodikal proposal. Evan Michael Bush and Angela Germany seconded the motion. The motion passed unanimously.

- b. Membership Committee Mentorship Program – Beth Yates
Beth described the mentorship program, matching seasoned CSLP reps with new CSLP reps. The Committee is recruiting mentors and will maintain a list of available mentors. Melissa

will let the Committee know when new reps have been oriented. Mentors will need to commit to one year in the role and to serve as a contact at the annual meeting.

c. Bylaws – Donna Throckmorton

The language in sections 4.3 and 10.3 does not match. This topic was tabled for future discussion.

d. Your Very Favorite – Dawn Krause

Your Very Favorite can create a 16-page activity booklet as a product for the store at a cost of \$66,000. They will include a color-your-own poster with a game element as well as a table-top coloring sheet bonus. The Vendor Committee is willing to go forward with the activity booklet, using 2026 as a pilot year. We would get less than the optimal 50% markup on this product. The Vendor Committee will decide if it is sold individually or packaged.

Beth Yates made a motion to accept Your Very Favorite's proposal with the Vendor Committee and Dawn working out the details. Evan Michael Bush seconded the motion. The motion passed unanimously.

e. Review Action Items – Sue La Paro

- i CSLP reps will review the slate of candidates.
- ii CSLP reps will place their bulk orders for manuals for their states by August 15. The deadline is especially important if print manuals are being ordered.

7. Announcements

- The Annual Meeting is August 5-6.
- Thank you to the guests for attending.

8. Adjournment – Next Board Meeting: September 3, 2:00 pm EST.