

CSLP Board Minutes

September 3, 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,
Jean Jansen, Beth Yates, Angela Germany,
Sue La Paro

Dawn Krause, Melissa Hooke, Amanda Raiche, Tabetha Barry

2024 Board Members

President	Kate Greene Smith
President-elect	Abby Chumin
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	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: Janet Dwyer-Ingraham, Trisha Hutcherson, Cathy Lancaster, Amy Olsen, Katelyn Patterson, Darby Porter, Jennifer Redford, Carrie Sanders, Jeni Schomber

2. Call to Order – Kate Greene Smith 2:02 ET

3. Approval of the Consent Agenda

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

QuickBooks is reconciled. Bank account balances are robust. The 990s are being processed, thanks to Tabetha and The Foundation Group. We will close the NSB account and open an account with M&T Bank, which has a more national presence. We are considering a 6-month CD of \$200,00.

Approval of the Consent Agenda: Angela Germany made a motion to accept the consent agenda. Motion seconded by Katie Perkey. Motion carried.

4. Executive Director Update – Dawn Krause

- a. Store open date for 2026 is October 6, 2025, the first Monday in October.
- b. We signed a contract with UPS for discounted rates and are working on the integration with WooCommerce and T3.
- c. Melissa worked to get as many manual orders in before the August 15 deadline. A few states need more time. Print manual orders are down significantly.
- d. Dawn contacted all Louisiana library directors for whom she had contact information to let them know how to remain with CSLP if they choose to.
- e. Dawn and Kate met with the Florida Library Association about possibly taking the lead for the state regarding membership.

- f. The Artwork Committee developed a brief about the artwork they would like to see for 2027 Mysteries Await, which was passed on to Methodikal. They submitted a short list of artists and requested a mascot, probably a cat.
- g. Amanda is reviewing the first draft of the 2026 manual from Methodikal.
- h. A draft of the product catalog was submitted to Methodikal so they can create the first pdf for review.
- i. IT created the structure for the 2026 manual into our WordPress site so that the last three years till be in that “site” together.
- j. Our partnership with Macmillan for the writing contest is almost complete. Katherine Applegate was given four stories from which to select a winner. The contest was a lot of work to reach a small group (160 entries).
- k. Dawn is working on a social media marketing plan for Digby, the 2026 blue dinosaur mascot. The Social Media Committee is creating a subcommittee that can begin work in October.
- l. Highlights contacted us again and will contribute a dinosaur seek and find for the Partnerships Programs chapter in the manual. They will also work on an escape room for 2027.
- m. Melissa and Amanda are attending the conferences of the Association for Rural & Small Libraries (ARSL) and New England Library Association (NELA), and the Louisiana state conference is under consideration. As we lose state members, we may have to ramp up marketing efforts at the statewide conferences.

5. Unfinished Business

- a. Membership Committee – Beth Yates

The state mentor/mentee program has been publicized. There are already seven volunteers for mentors and four mentee requests.

6. New Business for Discussion

- a. Strategic Plan – Kate Greene Smith

Kate pulled out the action items by year. She went through the Year 1 items and forwarded them to the appropriate committee. The action items will be reviewed at the end of each Board meeting.

- b. Review Action Items – Sue La Paro

- i. Beth will pair up mentors and mentees.
- ii. On the Strategic Plan, for clarity, Kate will add dates to the years. review the

7. Announcements

- Building Community - Based Summers has received 68 applicants for the Fall cohort and has chosen 15 libraries. Jeni and Janet are working on logistics and then will have Dawn send out the notifications.

8. Comments

- Cathy asked for clarification about the date that the state manual codes can be sent out: October 6
- Evan's birthday is the next Board meeting (October 1).

9. Adjournment – Next Board Meeting: October 1, 2:00 pm EST.