

CSLP Board Minutes

November 5, 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, Sue La Paro, Donna Throckmorton, Evan Michael Bush, Kelly McCabe, Beth Yates, Angela Germany

Dawn Krause, Melissa Hooke, Amanda Raiche, Tabettha Barry

Visitors: Stephanie Abbott, Trisha Hutcherson, Tammy Kruger, Darby Porter, Jennifer Redford, Jeni Schomber, Cassie Veselovsky

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

3. Approval of the Consent Agenda

a. October Board minutes – Sue La Paro

b. Financial Report – Dawn Krause

Dawn presented the financial report and shared the Statement of Activity for June 1 – November 5, 2025. Income will increase as sales continue; so far sales are up over last year. The Budget & Finance Committee is meeting on Monday, November 10. Tabettha discovered that M&T offers a high interest checking account that would generate more interest than our regular checking account. We are investigating CDs at other institutions with the hope of investing in 2026.

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

4. Executive Director Update – Dawn Krause

a. With T3, starting to use the Inventory Planner tool but being conservative with reordering.

b. Nothing but praise for artwork and products in the store.

c. The Artwork Committee reviewed some of the initial sketches from Laurie Conley for *Mysteries Await at Your Library*. While feedback was positive overall, the Committee has asked for additional sketches.

d. There have been additional attacks on our store site again. Everything the credit card company suggested to prevent attacks has been done. The WordPress based store is open source and therefore has more vulnerabilities.

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

5. Unfinished Business

- a. The Universal Design Learning webinar has over 300 registrants. Donna reminded everyone to share out the registration information.
- b. The Summer Symposium will be held on Thursday, December 4 from 11:30 – 4:00, with Dan Santat as the keynote speaker. Individuals can register either for the live event or for the recording.
- c. Return on Investment (ROI) letter to state librarians
Dawn created the graphic. It was suggested that bullet-pointed material should be shorter. Should we use the COSLA list or create an internal list of state librarians? Evan created a spreadsheet in Spring 2025. The Executive Board will review the ROI letter one more time. In discussion about the timing of distribution, Donna suggested sending the letter in January 2026 (if the government is open).
- d. Contact page update
The “Join Us” could be a fillable form. The “Contact Us” page has individuals’ email addresses.
- e. Store membership option
A product in the store combines membership and manual for \$39.99, which has streamlined some of the ordering and reduced confusion.
- f. Superusers
Bring superusers to the Committee of Committees. Abby will start small, perhaps with Facebook group posters. The concept of superusers arose at the Board Retreat and was part of the discussion about a path to leadership and getting frontliners involved. Kate will work on defining a “superuser” and the process of identifying and choosing superusers

6. New Business for Discussion

- a. Manual Liaison Board election

Kate shared the 2026 CSLP Succession Plan. The Manual Liaison should be selected by “elected manual chairs.”

Discussion ensued about the length of the term: one-year term allows more people to serve on the Board and gain experience; two-year term allows time to really learn the role and the Board and get up to speed. Currently, the way the manual chairs’ terms are staggered, there is a timing issue for when the manual chairs are elected, serve their two-year terms, and possibly renew their terms.

Kate proposed a one-year appointment with the opportunity to renew for a second year. The decision is made by the manual chairs. There is a limit of four (4) terms, like the other committees. Does the language in the by-laws and/or organizational manual need to change?

b. Strategic Plan Review – Abby Chumin

The Strategic Plan was reviews for progress and updates.

Methodikal has been tasked with additional products featuring Libraries are Life. They have not yet moved on with this or provided quotes. The Vendor Committee will create a subcommittee for this in January.

Listening Sessions for Artwork and Vendor Committees would be better timed as reviews after the completion of SRP 2026.

c. Review Action Items – Sue La Paro

- Share out Universal Design Learning webinar
- ROI letter to be sent out in January 2026, if government is open
- Discuss superusers at first Committee of Committee in 2026
- Kate will work on a definition of superuser and how to identify one
- Kate will look for language in bylaws about Manual liaison
If and when there is a change, forward to Membership Committee for organizational manual update
- Vendor Committee will form a subcommittee in 2026 for Library is Life line

7. Announcements

Scott Frawley is the new state rep from North Carolina. He has been invited to the Board meeting and has been added to Basecamp.

8. Comments from guests

None

9. Adjournment – Next Board Meeting: December 3, 2:00 pm EST.