

**SCASL Board of Directors
Meeting Minutes
Davis College - USC
September 24, 2016**

I. Call to Order

Cindy Symonds called the meeting to order at 10:00am

II. Roll Call

In Attendance: Irish Anderson, Elizabeth Bryant, Diana Carr, Gloria Coleman, Angela Durham, Diane Ervin, Jennifer Falvey, Karen Gavigan, Camellia Harris, Julianne Kaye, Anne Lemieux, Heather Loy, Deborah Palmer, Sherry Shewmaker, Kathy Sutusky, Cindy Symonds, Jennifer Tazerouti, Heather Thore, Linda Waskow, Charlene Zehner

III. Agenda Items

a. President, Cindy Symonds

i. ESSA Workshop

1. October 21 from 10-2 at Round Top Elementary in Blythewood
2. Anticipating 50-75 attendees
3. AASL is covering the costs. Attendees are responsible only for their lunch & travel
4. Only free for SCASL members.
5. Diane Ervin suggested offering non members the opportunity to attend if they pay the \$50 membership fee.
 - a. "Free to SCASL members. Nonmembers can attend for the price of the \$50 SCASL membership."

ii. Library of Congress Primary Sources Grant

1. Karen and Cindy are going to DC to attend training.
2. The grant will cover regional workshops, Summer Institute, and teacher-librarian partnerships (with stipends)
 - a. Teacher-librarian partnership will produce quality lesson plans to be shared on a website. Follett is looking into adding our future website into theirs.
3. Regional workshops will be around the same dates and locations as last year (with the exception of the final workshop which is too close to the end of the school year).

iii. Karen Meharg stepped down as Standards & Guidelines Chair. Cindy asked Tambra Pringle to fill that spot on the Board. Tambra accepted the position for the remainder of this year.

- iv. New Cohort Reading and Writing in the Content Area for Media Specialists - registration through Sept. 26th. Need to push members to register because numbers are low.
- v. Tea & Diversity
 - 1. Cindy created a mini-committee to discuss diversifying our membership (targeting non-white librarians and male librarians)
 - 2. Diana Carr suggested adding an ethnicity question as part of the members' profile to gather accurate data (as an optional question)
- vi. Membership Drive Contest
 - 1. Have members actively recruit new members
 - 2. Cindy asked Julianne to add a question to the registration form about who referred them to join.
 - 3. Winner gets a free conference registration
- vii. Read-In Essay Contest
 - 1. Theme is fairy tales
 - 2. They have asked for our input on creating a rubric for the essay.
 - 3. Where can we locate donations for prizes?
 - a. Ask vendors to donate some books
- b. President-Elect/Conference Update, Cathy Jo Nelson
 - i. Cathy Jo will host an online steering committee soon and other Board members are invited to attend to get updates.
- c. Secretary, Heather Thore
 - i. Kathy moved that the minutes be approved. The motion was seconded and approved.
- d. Treasurer, Gloria Coleman
 - i. Net income so far is \$964.61, which is lower than last year, but our spending is much lower than it was last year.
 - ii. 9.5% of our budget has been spent so far, so we are looking good and keeping expenses down.
 - iii. Still need to figure out the "Unspecified Accounts" and specify those funds for the auditors.
 - 1. "Unspecified Accounts" comes from MemberClicks. We need to figure out how to find the report on MemberClicks that specifies where all of the money comes in so we can adjust that in our budget report.
- e. Past President, Jennifer Tazerouti
 - i. Elections committee will meet online to discuss next year's Board nominees.
- f. Executive Secretary, Diane Ervin
 - i. 592 members at the moment with more coming in. There are over 500 members who are inactive, so if they can renew their membership, we will have a higher membership than we have had in years.
 - ii. We can use the free regional workshops, Summer Institute, and ESSA workshop as an incentive for people to purchase memberships.
 - iii. Diane suggested offering the new SLIS director an Honorary membership.

- g. Regional Network, Elizabeth Bryant
 - i. Still looking to fill in some regional contacts for some areas.
 - ii. Regional News is shared on a Google Doc by the regional contacts so Elizabeth can post it on social media and give it to Linda Waskow for the SCASL Messenger.
- h. Informational Technology, Julianne Kaye
 - i. We are having several issues with MemberClicks with people who haven't been able to log in and not receiving Board emails from the e-list.
 - 1. Julianne has been in contact with support trying to solve the problems.
 - ii. Cindy asked her to utilize her committee to do "A Tweet A Day" to promote SCASL
- i. Supervisors, Diana Carr
 - i. Big meeting scheduled for Tuesday with 50 people confirmed to attend.
- j. SLIS Liaison, Karen Gavigan
 - i. New Director is really supportive of school librarians and SCASL
 - ii. School store is open across the street til 5
- k. Bylaws, Angela Durham
 - i. At our next meeting, Angela will present some changes to the wording of the Book Awards Committee for a Board vote.
- l. Book Awards, Camellia
 - i. Book Awards Committees are having a hard time getting school librarians to vice-chair the JBA and YABA committees. The handbook states the chairs must be school librarians and other SCASL members can serve on the committee.
 - ii. Camellia moved that the handbook be reworded to state that "committee chairs must be professional members." The motion was seconded and approved unanimously.
- m. Intellectual Freedom, Heather Loy
 - i. There are no viable candidates for the award so far. She asked if retired librarians can be nominated and the response was "yes; any librarian can be nominated"
- n. Awards, Charlene Zehner
 - i. Still working on the new form for School Library Program of the year. Seeking feedback from the Board.
 - 1. As soon as she receives feedback from Board members, she will be able to get it posted within a week.
 - 2. Applicants would be encouraged to complete the AASL program of the year award since ours is aligned with the AASL application.
 - ii. Follett is still sponsoring the Media Specialist and Paraprofessional Awards.
 - iii. Charlene proposed the bylaws be changed to state that all awards applications are due the first Friday in December.
 - 1. Angela will add this proposed change to her list to make a motion for the change at our next meeting.

- o. SCASL Messenger, Linda Waskow
 - i. Has instituted 3 featured columnists to have a standing section for every edition
 - ii. Cindy requested the summer edition be released a week earlier, before librarians are out for the summer.
 - iii. Kathy asked to make sure that all of the editions include the information that is mandated in the handbook.
- p. Independent Schools, Jennifer Falvey
 - i. Trying to increase membership and participation among the independent schools
- q. Public Awareness, Deborah Palmer
 - i. Created an Instagram account to start sharing on there (scaslibrarians)

IV. Meeting Adjourned

- a. Kathy moved to adjourn the meeting. Motion was seconded and approved unanimously. Cindy adjourned the meeting at 11:56 pm.

Minutes submitted by: Heather Thore, Secretary