

SCASL Executive Committee
Meeting Minutes
July 19, 2015

I. Call to Order

Jennifer Tazerouti called the meeting to order at 5:08 pm via GoToMeeting.

II. Roll Call

In Attendance: Kathy Sutusky, Jennifer Tazerouti, Diana Carr, Heather Thore, Gloria Coleman, Cindy Symonds, Cathy Jo Nelson

Guest: Anne Lemieux

III. Agenda Items

- a. Jennifer Tazerouti
- b. May Meeting Minutes, Heather Thore
 - i. Diana motioned to accept the minutes as is. Gloria seconded. Motion passed unanimously.
- c. Budget/Financial update, Jennifer Tazerouti, Anne Lemieux, Gloria Coleman
 - i. Anne broke down Read-In expenses from 2014-2015 (Legislative Report)
 1. Last year, expenses were close to \$10,000. This year's budget has been set at \$5,000.
 2. Jennifer suggested seeking a sponsor to help cover costs. Possibly the State Library or USC.
 3. Large expenses were the Sound & Images, Inc. and Solutions! Inc.
 4. Gloria broke down the invoice for Solutions! Inc. and general consensus was that this year's expenses should be less because we own the new signage and designs that were created.
 5. Cathy Jo suggested doing the website on our website (promotion & registration).
 6. Gloria broke down the invoice for the sound system.
 7. Anne suggested sitting down with Ida Thompson and Anne Addy (sp?) and creating a budget that is less than \$5,000.
 8. Diana suggested cutting out Miss S.C. Teen and the Clemson Tiger to cut out some costs in addition to the website.
 9. The Read-In has not had a real budget in the past; the general consensus was that it is time for them to answer to a budget with the Legislative Chair & President involved.
 10. Cathy Jo suggested asking other associations to help with expenses
 11. Kathy suggested increasing the Legislative Committee budget by \$2,000 and taking that money from Board Conference & Leadership to cover National Legislative Day.

12. Jennifer proposed that we approve the amended budget. Cindy moved the motion, Diana seconded, the motion passed unanimously.
 13. Diana and Cindy will make arrangements to get Cindy's credit card.
 14. Gloria asked that everyone submit credit card summaries and vouchers to her in a timely manner.
 15. Gloria asked if a voucher is turned in with an incorrect code, if she is able to correct the code herself. Diana told her to run it by Jennifer before changing the code. Anne suggested printing out the email to Jennifer and attaching it to the voucher so the committee chair can be informed at the next meeting.
- d. Presidential Goals, Jennifer Tazerouti
- i. Asked if we could just call our Media Center Messenger "MCM" until we officially change the name. General consensus was no; leave it as Media Center Messenger for now since it's in the Bylaws.
 - ii. Asked if we could create a focus group to revise our mission statement consisting of SCASL members. General consensus was yes.
 - iii. Asked about a separate focus group for updating the name of our Media Center Messenger. General consensus was yes.

IV. Meeting Adjourned

- a. Jennifer asked for a motion that we adjourn.
- b. The motion was made and seconded.
- c. Jennifer adjourned the meeting at 5:49 p.m.

Minutes submitted by: Heather Thore, Secretary