



TASL Executive Board Meeting Minutes

Saturday, November 17, 2012

Welcome, Introductions, and Call to order: An executive board meeting of the Tennessee Association of School Librarians was held in Nashville, TN at Trevecca Nazarene University Library on November 17, 2012. The meeting convened at 10:06, President Hannah Little presiding, and Lora Black, recording the minutes for secretary, Sarah Searles.

Voting Members Present

Hannah Little
Lora Black
Ann Nored
Nancy Dickinson
Tina Johnson
Karen Cragwall
Beth Frerking
Lynn Lilly

Voting Members Not Present

Pam Renfrow, Past President 2012
Sarah Searles, Secretary
Jamie Bevins- Appalachian Rep
Cristol Kapp- East TN Rep
Carol Teeters- Cumberland Rep
Karen Haggard- Mississippi Rep

Others Members Present

Mona Batchelor, President Elect 2013
Leah Allison, TASL Rep to TLA Library Legislative Day
Becky Jackman, Past President 2011
Wendy Cornelisen, TEL Coordinator
Judy Bivens, Chair of Standards and Certification

Approval of Minutes

Minutes from past meetings will be approved electronically. Hannah Little sent a folder via Google Docs/Drive with these minutes. Members should contact her for the minutes/other documents if they did not get this prior to the meeting. In the future, we will want to have the minutes approved expeditiously so we can post them to the website in a timely manner.

Treasurer's Report

Nancy Dickinson, Treasurer, submitted the treasurer's report electronically and it is included in this section of the minutes.

Points to Note:

- In our bank account at the time of reporting, we had \$77,271.39 in checking and \$102, 275.77 including checking and savings accounts. Actual balance according to the checkbook is \$66,099.09 in checking.



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- Per Nancy Dickinson’s phone conversation with Dr. Duran Williams at TEA, we have sent the necessary paperwork to get our TEA money for last year and for this year. The amount available to us has gone from \$700 to \$850.
- The amount of conference this year increased over last year. We also had an increase in the cost of summer 2012 PD. It may be prudent to analyze costs.
- There were two big expenses we did not have in the past. One was more expense on speakers. The other was equipment. This year we rented projectors from Embassy Suites. This decision was made because so many schools have gone to ceiling mounted ones, the person who did equipment last year was unable to assist this year, and per discussion concerns from previous years. Purchase of our own equipment is comparable to the cost of renting.
- Bills for conference are still being received, so exact conference expense is still yet to be determined.

Profit & Loss

January 1 through November 16, 2012

	<u>Jan 1 - Nov 16, 12</u>
Income	
2012 Conference	67,599.84
2012 Membership Dues	24,965.00
2012 Preconference	2,485.00
2012 Summer Workshops	4,140.00
2013 Membership	405.00
Interest Inc	3.49
Misc. Income	2.00
Scholarship-Book Sale	507.00
VSBA Stickers	315.20
Total Income	<u>100,422.53</u>
Expense	
2012 Summer Workshops Expenses	10,722.17
AASL	180.00
AASL Conference 2011	392.80
AASL Spr Meeting Travel	517.79
ALA Conference 2012	3,315.14
ALA Conference 2013	333.00
Award-Innovative Library	1,500.00
Awards	86.94
Conference 2012	72,717.50
Gifts Given	104.88
Insurance	347.00
MemberClicks	4,318.80
PayPal Services	2,020.76
PO Box Rental	64.00
Refund - 2012 Conference	1,031.22
Refund - 2012 Summer Workshops	15.00
Refund - Duplicate Membership	240.00
Tax Preparation	385.00
Teen Read Week	2,500.00
TLA	495.08
TLA Dues	60.00
Treasurer Expense	76.73
VSBA	338.23
Total Expense	<u>101,762.04</u>
Net Income	<u><u>-1,339.51</u></u>



**TASL Executive Board Meeting Minutes
Committee and Task Force Reports**

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2012 Conference Report

Beth Frerking gave the conference report.

Points to Note:

- There were 435 attendees.
- There were 46 booths sold.
- There were lots of good comments from attendees.
- Everything went smoothly with Embassy Suites.
- AV was very expensive and the cost of speakers was more this year partly because there were no VSBA speakers sent with publishers paying expense.
- No actions taken.

2013 Conference Plans

We are already working on next year's speakers. These include Wendelin Van Draanen who has wide appeal. Her fee is possibly \$2500 and we plan to share expenses with local schools. Scot Smith is working with her on this. We are working to secure two VSBA authors, James Dashner and Wendy Mass. Also, we are considering Carol Buckley. Mona Batchelor has been in contact with Piage Jeager who works through AASL and is a Common Core expert. Her fee is reasonable, around \$1500, and we are considering her for our preconference. We also have a Random House contact for up-and-coming authors whose fees will be paid by the publisher.

No actions taken.

Advocacy

TLLD –TN Library Legislative Day-February 19, 2013

National Library Legislative Day – May 7, 2013

Leah Allison introduced herself and told how she came to be in this position. She further noted the 2013 date of Feb 19th for TLLD. She emphasized the importance of this event as an opportunity to discuss library issues, gain support from the TN DOE and learn and practice advocacy skills. She inquired about what kinds of support TASL would like to give to TLLD, noting this had originated as a joint effort between TASL and other organizations. Money is spent on literature, speaker fees, lunch etc. Beth Frerking was complimented on her keynote address at TLLD last year. Wendy Cornelisen gave a rundown of how it worked last year and plans for making it better this year. Low turnout from librarians was mentioned as well as some discussion as to the reason for this. We must question why and how to get more involved.

Ways to contribute—just give money, sponsor some event/product, in-kind like a speaker--- were discussed. Allison will get more details for TASL to possibly have an electronic vote or consider at next meeting. No actions taken.



Awards

Cynthia Ryman will be Awards Chair this time. Clara Hasbrouck will chair the Scholarship Committee under the direction of the Awards Committee work for next year. She will also be presenting the scholarships again at 2013 Conference. No action taken.

Certification

Judy Bivens—There are plans to update the standards for certification through the State. There was discussion about the certification process over the years. No action taken.

Finance Committee Appointed

The Finance Committee has been established. Nancy Dickinson has contacted them by e-mail. There was discussion about who should be standing members of this committee. The handbook needs to be updated to reflect this makeup. This business will be handled at next meeting. No action taken.

Membership Committee

New Membership Chairperson for 2013 is Cristol Kapp.

TASL closed the year with membership numbers as follow:

Librarian	750
Librarian on Leave	12
Librarian Assistant	5
Librarian	15
Supervisor/Professor	10
Student	91
Corporate	10
Friends of TASL	12

TASL Members 2012 905

As we planned and voted upon earlier in the year, the TASL 2013 membership drive is open in all membership categories. To date, we have received 15 renewals.

Newsletter

We are hoping for a final 2012 newsletter with news from the conference. Hannah would need to talk to Sarah Casey on the logistics. Be collecting things for the newsletter.



**TASL Executive Board Meeting Minutes
Professional Development - Summer Plans**

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Karen Haggard called in to the meeting by phone to give her report. Karen Cragwall felt people would pay more based on comments from her constituents. There was discussion of raising the cost of summer PD, whether it should be more than a breakeven venture, if we should cut back on costs, the need to continue insurance, cost to participants and not wanting to discourage attendance. Beth Frerking brought up budgeting approaches---setting aside a set amount vs. considering what our needs are. Suggestions to make summer PD breakeven were shared. Budgets were discussed from past years. Karen Haggard agrees we are taking a different approach, but assures us she does not plan to spend the entire amount. Becky Jackman shared her concerns about member presenters. Karen Haggard will get more details about the budget for the February 9th meeting. There may be the need to approve speakers post-securing. She asked Area Reps to meet before or after the next meeting to nail down details. No action taken.

Karen Haggard's Professional Development Proposal for TASL CO-OP 2013 is quoted here:

- "Last year's budget was \$6000. We spent \$10,722.17, offset by receipts of \$4100, for a total expenditure of \$6622.17. This was slightly over our budget, but we did not plan on the expense of insurance.
- This summer's theme is TASL CO-OP: Cultivating School Libraries, Growing Lifelong Learners. The dates will be June 18 and 20.
- I would like to request a budget of \$8500 for this summer. This will include fees and expenses for speakers, insurance, a "favor" of some kind for participants (the lunch bag last summer was immensely popular), and money for copies, name tags, decorating, and other miscellaneous expenses. I would like to include mileage and hotel expenses for anyone who, because of responsibilities for TASL CO-OP, must travel to attend one session in another part of the state.
- These expenses estimate an attendance of around 300 people in 2 locations, one east and one west. It also assumes that we would charge participants \$15, to cover breakfast and lunch expenses.
- After the budget is approved, I'd like to recommend that the area reps spend 30 minutes before or after our next board meeting as a committee to plan details for TASL CO-OP and assign tasks." Submitted by Karen Haggard, Professional Development Chair

Technology Committee

- Webmaster- Lisa Reilly decided not be in the Webmaster position. Mona Batchelor has agreed to continue in this position since she is familiar with the system. However, some of her registration duties will need to be delegated.



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- Projectors- We can buy for far less than the cost to rent every year. Mona Batchelor had researched smaller ones that have the advantage of Power Point on a jump drive and controlled with remote. However, we may want to hold off until the April meeting so we can extend our warranties through conference. She will gather and send more information. One reason we had avoided buying them was because of housing, but Mona Batchelor feels we can store them. We still may need to rent the Embassy projectors for larger meeting venues. We actually voted on TASL owned computers at the last meeting—one for the new webmaster and one for the registration desk to set up a separate kiosk for onsite registration. Mona Batchelor will donate her upgraded laptop computer; this eliminates the need to buy two. We need one to two people to be responsible for registration for summer PD and conference. Perhaps, Area Reps could rotate this responsibility. Mona would like to see us raise the fee for onsite registration and advertise it early. The Conference Committee can make these decisions according to Hannah Little.
- No action taken.

VSBA

Scot Smith will continue to be the VSBA person.

Area Rep Reports

West Tennessee River Region

Representative Lora Black

- Lea Glass will replace Lora Black, who is moving to the secretary position.

Western Plains

Representative Tina Johnson

- Tina Johnson expressed concerns about attracting members. Mona Batchelor mentioned the Northwest TN Library organization for that area.

Highland Rim Region

Representative Lynn Lilley

- Lynn Lilley shared news about the new facilities at Hillwood, saying they are fabulous. This was also Lynn's last meeting as Area Rep for this term.

Walking Horse Region

Representative Ann Nored

- Ann Nored expressed concerns about how Murfreesboro City Schools only allow a small number of librarians to attend conference.



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Volunteer Region

Representative Karen Cragwall

- Karen Cragwall brought an email from Connie Booher, Knox Co. Library liaison, asking if we could somehow track attendance at individual sessions and report that to systems. We felt like this was not within our capability at this time. This was Karen’s last meeting as Area Rep for this term.

Beth Frerking had the regions terms delineated.

Region	Representative	Last Year of Term
West TN River	Lea Glass	2015
Mississippi River	Karen Haggard	2013
Western Plains	Tina Johnson	2014
Highland Rim	(Lynn Lilley)	2015
Walking Horse	Ann Nored	2014
Cumberland	Carol Teeters	2013
Appalachian	Jamie Bevins	2015
Volunteer	(Karen Cragwall)	2015
East Tennessee	Cristol Kapp	2013
	(These people are finishing term in 2012 and new Reps will be appointed.)	

Karen Cragwall suggested we put this in the newsletter, noted more people should understand the process, and we should be proactive in letting membership know what jobs need to be done. Nancy Dickinson suggested we put it on website along with the meeting dates.

Reports from Affiliates

- There is still concern about our TEA contact.
- Wendy Cornelisen from TLA brought up more discussion about the logistics of doing a joint conference with TLA. If the dates were better, we could possible work together. If we can’t do 2015, we might move to 2016. The next TLA board meeting is December 1 and this information will be given to them. Becky Jackman, working with Beth Frerking, committed to check on conference rooms for 2015 and give this information to the task force that is still in place for this.
- Consider putting conference dates on website so other organizations can plan events.
- TENN-SHARE and TSERC -A movie license and JSTOR will be available. The importance of building consortia for things like e-books was mentioned. There were questions about who our TSERC reps are? TEL has secured the GALE



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package for five more years. We will have Test Prep. There are many great new options.

Unfinished Business

- There was discussion of the purchase of TASL owned computers for key staff positions. See earlier notes in the Technology report.
- Dates for 2013 Executive Board meetings- February 9th, April 13th, October 4th (conference), August 24th.
- There was discussion about choosing a more productive time for the conference Board meeting such as Thursday night.
- No actions taken.

New Business

- Beth Frerking shared information/concerns for Common Core training for librarians—4 days of CC slated for 2013. Emily Barton would be a good contact at DOE to get information. Common Core is an amazing opportunity for librarians. Becky Jackman looked at being a CC trainer. It is a paid position. She will post this information to the TASL list-serve to share with our membership. We should reach out to Emily Barton to be included in the CC training for librarians. We should provide them an avenue to help us. Beth Frerking will contact them.
- Mona Batchelor has been working on a new logo. She shared her preliminary designs.
- No action taken.

Adjournment

Meeting adjourned at 12:21.