

# **TASL Executive Board Meeting Minutes      August 23, 2014**

**Welcome, Introductions, and Call to Order:** An executive board meeting of the Tennessee Association of School Librarians was held in Nashville, TN, at the Edgehill Branch of the Nashville Public Library located at 1409 12<sup>th</sup> Avenue South on August 23, 2014. The meeting convened at 10:00 a.m. with President Mona Batchelor presiding.

## **Voting Members Present**

Mona Batchelor, President 2014  
Lora Ann Black, President Elect 2014  
Mindy Nichols, Secretary/Professional Development Co-Chair/ Mississippi River Area Rep  
Cami Townsel, Highland Rim Area Rep  
Ann Nored, Walking Horse Area Rep  
Beth Frerking, Immediate Past President  
Michelle Castleberry, East TN River Region Area Rep  
Raina Scoggins, Volunteer Area Rep

## **Voting Members Not Present**

Nancy Dickinson, Treasurer  
Lea Glass, West TN River Area Rep  
Missy Wood, Western Plains Region  
Kim Wattenbarger, Cumberland Region Area Rep  
Kristy Williamson-Jackson, Appalachian Region Area Rep

## **Others Present**

Misti Jenkins, Awards  
Becky Jackman, Advocacy  
Wendy Cornelisen, TEL/TLA  
Jennifer Grady, Tenn-Share  
Deanne Luck, K16 Library Planning Committee

## **Approval of Minutes**

Minutes from the April 2014 meeting were approved electronically prior to this meeting. Minutes for this meeting will also be approved electronically. All minutes are posted to the TASL website in an effort to keep the membership informed about TASL business.

## **Treasurer's Report**

Nancy Dickinson, Treasurer, submitted the treasurer's report electronically stating, "currently, there is a total of \$119,638.27 in our bank accounts, which includes main checking (\$91,795.56), web checking (\$2,834.18), and savings (\$25,008.53). Year-to-date income of \$49,227.52 includes 2013-2014 Conference, 2014 Membership, 2014 Summer Workshop. Year-to-date expenses of \$19,324.56 include 2014 Summer Workshop, ALA Conference, Tax Preparation, and Memberships.

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## Profit & Loss

Accrual Basis January 1 through August 18, 2014

Jan 1 - Aug 18, 14

2013 Conference	1,719.65
2014 Conference	23,820.00
2014 Membership	18,440.00
2014 Summer Workshop	5,190.00
Interest Inc	1.87
VSBA Stickers	56.00
Total Income	49,227.52

2014 Conference Refund	102.29
2014 Summer Workshop Refund	77.84
2014 Summer Workshops Expenses	6,041.55
AASL	183.00
Advocacy	896.11
ALA Conference 2014	3,641.08
Board Expense	20.00
Insurance	1,092.50
MemberClicks	3,115.10
Membership	1,296.42
PayPal Services	1,378.67
PO Box Rental	68.00
Tax Preparation	495.00
TLA Dues	45.00
Treasurer Expense	872.00
Total Expense	19,324.56
Net Income	29,902.96

## Committee and Task Force Reports

### 2014 Conference Report

Conference Chair Lora Black gave the Conference Committee report, stating,

The following actions have been taken by committee since the last board meeting:

- Theme for 2014 is MVPs@ Your School: Librarians Building More Valuable Programs.
- As of August 12, we have 198 registered.
- The conference page is updated.
- Paid speakers: Vince Vawter, Jackie Mims Hopkins, Doug Johnson, Mary Nethery & Kirby Larson,
- Melissa Jacobs-Israel & Melissa Johnston, Sharon Draper, Jessica Young, Sharon Cameron, Adam
- Gidwitz, Mike Mullin, Chris Grabenstein, and Jarrett Kroscozka. This information is posted on the web with links to their web pages.
- All the contracts have been completed and are on file.

Committee Plans include

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- We have secured a volunteer for most of the major conference activity roles and these members are working on their activities.
- Jill Renfro is our TASL Bookstore coordinator. She and I both have been in touch with Scholastic about hardback titles. She has sent them the list of authors and titles prepared by Krista Grace.
- We have lined up 30 member and vendor presenter.
- Jamie Bivens has been working with vendors. To date we have 28 vendors registered.
- Beth Frerking is coordinating sponsorships. Please let her or Lora Ann Black know if you have a close contact or a potential donor. Dana Lester is soliciting small items too.
- We have secured liability insurance and treasurer paid the renewal premium.
- Regeular registration runs through August 31. Mona Batchelor and Lynn Lilly have worked hard to keep this functioning and organized.
- Kat Hal and Bekki Atkinson have been in touch with Courtney with SCBWI and we are on track for a Novel Conversation preconference. Registration is open now.
- Our other preconference session will be Melissa Jacobs-Israel and Melissa Johnston and will focus on apps and technology. Registration for this and Novel Conversations will open soon.
- Lora Black is working with the conference center to nail down the final details.
- Travel and hotel arrangements have been made for paid speakers.
- Working on the preliminary layout for the Guidebook schedule.
- Working on the program.
- Currently, there are over 70 members working on conference in some way.

### Future plans and projects

- Promote Conference attendance. Goal is 500.
- Continuing to fill volunteer spots.
- Looking for ways to utilize the TASL Booth that is engaging and useful.
- Get Guidebook up and running.
- Complete program.

### Advocacy

Becky Jackman shared the Advocacy Committee report, stating,

Since the last board meeting the committed has accomplished the following:

- Bookmark Contest
  - The winners were notified and the winning entries were featured in May newsletter. There was one librarian whose entries were returned to her through a postal error. One item that didn't get done was contacting the local newspapers to tell them about the winners.
  - Jackman suggests that the bookmark contest be held Jan. 1- Feb. 28. Next year School Library Week will be April 12-18. That gives the committee time to receive all the entries, get them judged, break any ties, get the materials to the printers, and get the winners their prizes before School Library Week. **See Unfinished Business for further discussion.**
  - Jackman would like to have a tabletop display at TASL with this year's winners and with information sheets about the 2015 contest. "If I know who next year's chairperson will be, I can get the files to them so that the forms can be updated and distributed at TASL. I also have bookmarks that can be distributed at the business meeting."
- National Library Legislative Day—
  - Jackman attended NLLD with other members of TLA. "We met with all the Tennessee Senators and Representatives, or someone from their staff. After participating in NLLD, I strongly feel that TASL should send a school librarian every year, whether it's the president, president-elect, past-president, or advocacy chairperson. There were several times during discussions where the

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lawmakers or their representatives had questions about school libraries. It is true that some of the ALA briefing and talking points don't directly affect school libraries, but they are important to the library community as a whole."

## Awards

Misti Jenkins supplied the Awards report, stating,

- "Applications were received through the end of July. Clara Hasbrouck sent me the selections for the scholarship winners: Megyan Cox and Katherine Cozzens.
- The committee did not have to vote on the following awards:

The Distinguished Administrator Awards will go to Stephanie Ham and Karen King.

The Clara Hasbrouck Award has been decided.

The Innovative Librarian Award (high) will go to Cynthia Ryman.

The committee did have to vote on the Innovative Librarian Award (elementary) between Shannon Minner and Sharron Copeland. The committee selected Shannon Minner's Writer's Workshop."

- Further committee plans include the following actions.
  - Jenkins will
    - notify the winners.
    - order the CHA plaque with Brenda Moriarty. She inquired how the plaque is purchased.
    - print the certificates
    - create the PowerPoint for the TASL Conference
    - write an article for TASL newsletters

## Other points to note:

Discussion surfaced of increasing nominations for awards, specifically the Innovative Librarian Award, where librarians perhaps do not prefer the self-nomination. Ideas of increasing nominations included nomination of others instead of self-nomination, improved application forms for electronic submission, and further sharing of the details of the winning programs via a conference showcase.

## Certification

No report.

## Finance Committee

No further discussion. See Treasurer's Report above.

## Intellectual Freedom Committee

No report.

## Long Range Planning Committee

Beth Frerking and Ann Nored submitted the Long Range Planning Committee report, stating, "The committee created a plan of action modeled on the New Mexico State Library's long range planning guide. Their findings and recommendations are attached and submitted with the minutes of this meeting.

- See Unfinished Business for further information.

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With the submission of their results, Frerking believes their committee work is complete.

## Membership Committee

Cristol Kapp submitted the membership report electronically stating,

“Below are the statistics for the new membership year:

Librarian	596
Librarian on Leave	009
Librarian Assistant	005
Retired Librarian	018
Supervisor/Professor	012
Student	065
Corporate	005
Friend of TASL	013

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Total	723
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- Lapsed members total 250.
- Memberships marked “send check” that remain unpaid total 30.
- We have 9 fewer members this year compared to August 2013.

## Professional Development

Mindy Nichols submitted the Professional Development committee report.

“TASL Tool Time East and West were successful. Attendees enjoyed Cathy Jo Nelson’s keynote and breakout sessions, as well as the member presenters. Approximately 70 West Tennessee librarians attended the June 19 event in Medina. East Tennessee’s attendance totaled approximately 55 librarians.”

Committee Plans:

- Nichols noted that in the event she is elected Secretary for 2015, she will be stepping down as a co-chair. Michelle Castleberry volunteered to serve as co-chair for the East TN event. Nichols will contact two members as potential co-chairs for West TN.
- A theme for 2015 was selected: TASL Road Trip. The favor for conference will be a vinyl car sticker.
- Dates will be set by the new co-chairs and announced at conference.
- Nichols will develop a timeline and responsibilities of co-chairs for planning summer professional development.
- Nichols also recommended, in the wakes of lower attendance at this year’s events, that only lunch be provided in the future to keep finances under control.

## Other Points to Note:

- President Batchelor questioned whether we should move to one central summer PD event.
- Lora Black added that perhaps a state-endorsed event with Lior Klirs that featured Common Core training specifically for librarians would be well attended.

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- Cornelisen added that getting the state to count a specifically librarian Common Core training instead of the state ELA trainings would be beneficial. Black added that staying a viable profession may depend on a partnership of “staking our claim” with state officials.
- Cornelisen discussed attendance at decentralized events and then webcasts of the speaker to those locations.
- The board decided to continue with two locations for the summer professional development events.

### **Technology Committee**

Allison Carroll submitted the Technology Committee report electronically, stating,

- “The Technology Committee has been continuing to work on improving our Facebook and Twitter activity. Since our meeting in April we have increased our Facebook page likes from 193 to 225. Along the same lines our weekly total reach has improved from around 150 people to around 225. Finally, around 50 people have been actively engaged each week. Our Twitter page is less active, but I am continuing to work on that. We currently have 99 followers and we only had 67 followers in April.”
- “The Technology Committee plans to help promote our Facebook page and Twitter account by submitting information to Holly to put into the next newsletter.”
- “The Technology Committee would also like to close the Facebook group in the near future. This was discussed at the last board meeting, but a date to close it was never set.”

### **TLA/TASL Collaboration**

Wendy Cornelisen shared the TLA report, stating,

- Susan Jennings, of Chattanooga Community College, has been elected as the new TLA president.
- A new logo and website are also being developed.
- The concept has been approved for the School Section Chair to serve as liaison between TASL and TLA, based on the similarity of the job description in the bylaws for School Section Chair and TLA/TASL communication.

### **VSBA**

No report.

## **Area Representative Reports**

Mississippi River Region

Representative Mindy Nichols

Mindy Nichols submitted the Mississippi River Region report, stating,

- She encouraged attendance at TASL Tool Time event in June 2014 via email.
- She encouraged members to take advantage of Early Bird Registration for annual conference.
- Mindy Nichols will be replaced due to her appointment as TASL Secretary 2014. She recommends a librarian from the Shelby County area.

Western Plains Region

Representative Missy Wood

- No report. Missy Wood is resigning as regional representative. Her term expires in December.

West Tennessee River Region

Representative Lea Glass

- No report.

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Highland Rim Region

Representative Cami Townsel

Cami Townsel submitted the Highland Rim Region report, stating,

- “I contacted Stephanie Ham, MNPS Lead Librarian to feature in her next MNPS Blast newsletter: Membership for TASL and Registering for TASL Conference.”
- Townsel also shared the following news:  
“The results are in from a 2013 study (with Keith Curry Lance) of how students use and benefit from LimitlessLibraries (LL) found that:
  - Middle and high school students report a wide variety of short- and long-term learning outcomes that they credited to their use of LL.
  - High school students who used LL were more likely to perform well on TCAP’s End Of Course (EOC) tests in Algebra, Biology, and English.
  - Middle school students who used LL were more likely to perform well on the Tennessee Comprehensive Assessment Program (TCAP) English Language Arts (ELA), Math, and Science tests.” The whole study can be viewed here.  
<http://www.limitlesslibraries.org/wp-content/uploads/2014/07/executive-summary-web.pdf>

## **Other Points to Note:**

- Batchelor noted that Limitless Libraries did not move forward as their AASL Commendation.
- Cornelisen added her hopes Limitless Libraries will receive the publicity and recognition it is due.

Walking Horse Region

Representative Ann Nored

Ann Nored submitted the WHR report, stating,

- “I emailed the members of the Walking Horse region to ask for newsletter items and to remind them to register for the TASL Conference by 8/31 before registration costs increased.”

She added the following regional news events.

- “We have several new librarians in the Walking Horse Region. Those I have heard from are: Misti Jenkins: I am new to Blackman High School. I was at Overton in Nashville for eleven years, five of them as a librarian. I am working with Brian Seadorf...and loving Rutherford County Schools!
- My name is Dinah Wade and I am the new Library Media Specialist at Freedom Intermediate School in Franklin, TN! I have been an elementary classroom teacher for the past 10 years, and am very excited to be venturing into library media services. My year is off to a great start and I am looking forward to the TASL conference in October.
- My name is Lisa Moorehead and I am the new librarian at Moore County High School in Lynchburg, Tennessee. This is my first year as a librarian. I have taught English for 17 years, and I just received my degree in library and information sciences from the University of Alabama in December.
- Elizabeth Shepherd is the new librarian at Cason Lane Academy in Murfreesboro. She previously taught elementary music in Murfreesboro City Schools for eight years. She finished her library science endorsement from MTSU in August, 2014.
- Amber Greene is the new librarian at Scales Elementary in Murfreesboro. She previously taught fifth grade at Scales. She completed her Master’s Degree in Library and Information Science K-12 from Trevecca in July, 2013.
- New Retirees:

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- Lynn Caruthers, Past President of TASL -2008: I wanted to let you know that I retired May, 2014. My last library was at Southside Elementary School in Pulaski, TN. My total number of years either teaching or being a librarian was 41 yrs.”

### Cumberland Region

Representative Kim Wattenbarger

- No report.

### Appalachian Region

Representative Kristy Williamson-Jackson

Kristy Williamson-Jackson submitted a report electronically stating,

- “I have emails out to our members in my area asking for news, updates, and challenges they would like to share.”
- Kingsport City Elementary Schools will have Eric Litwin (Pete the Cat) visit during April of this year. We would love to have any input on additional authors – specifically nonfiction authors. We continually strive to allow our students life experiences that will enrich their lives beyond what is already in place daily in our schools. Any ideas for my school system and other systems would be great. Any information can be sent to my email address. kwilliamson-jackson@k12k.com

### Volunteer Region

Representative Raina Scoggins

Raina Scoggins submitted the Volunteer Region report, stating,

- “I have contacted regional librarians to encourage conference attendance and suggestions for getting approval for attendance and funding for the event.”

### East TN River Region

Representative Michelle Castleberry

Michelle Castleberry submitted the East TN River Region report, stating,

- “I have sent out several emails introducing myself, asking if anyone needed any assistance and telling them about the TASL Conference. I included ideas about how to help with finances to attend. Several members responded with their own ideas of how to get funding.”
- She voiced her concerns about getting more people involved with TASL by becoming members.
  - Batchelor shared her past experience of emailing district coordinators and principals to gather names of librarians in the region.
- Castleberry would also like to explore the possibility of creating a committee that would look into the TEAM Evaluation Model used across the state. “The rubric for library media specialists needs work; and I would like to work on that and submit it to the state for recommendation.”
  - Becky Jackman, who served on the state committee, shared an overview of the committee’s decision to evaluate librarians as teachers during the Instruction evaluation to show the value of librarians as teachers.
  - Frerking directed the board to the survey results from the Long Range Planning Committee.

## Reports from Affiliates

### AASL/ALA

- Mona Batchelor shared results from Region 4. The committee’s Concern was accepted to move on to AASL. Actions taken will be known in January 2015.



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- Lora Black will be working on the Concerns and Commendations process in the upcoming year.
- Mona Batchelor was elected as Regional Representative for the upcoming year and will oversee the process.

### **TLA**

- No report.

### **TEL**

Wendy Cornelisen submitted the TEL report.

- Wendy Cornelisen reported a drop in TEL usage statistics, but credits that decrease to GALE's change in accounting methods and requirements for valid searches.
- Cornelisen hopes to improve usage statistics for Power Speak Languages and requests that librarians encourage the use of the program.
- Tennessee State Library Archive has grants available for local archives to digitize their historical documents. Applications will be accepted through October 3, 2014.
- In conjunction with Tenn-Share, Cornelisen is working with Volunteer Voices and Digital Public Library Archive to digitize and make available primary resources via TSLA.

### **Tenn-Share**

Jenifer Grady submitted the Tenn-Share report stating,

- “Watch in the fall for Tenn-Share discounted database subscription offers. We are approaching several vendors with products of interest to school librarians.
- DataFest is Thursday, September 25, and school librarians are already submitting cool programs. If a TASL member has implemented a successful e-book program, we want to know about it! We will also have TEL training.”
- “The Tenn-Share School Library Collection Fair is the same day. We have a great line-up of vendors exhibiting. And both events are FREE!  
Baker & Taylor - represented by Rebecca Ortiz  
Bound to Stay Books - represented by Janet Muegge  
Britannica Digital Learning - represented by Gladys Brown  
Capstone Books - represented by Mike Howard  
Children's Plus, Inc. - represented by Suzy Burquist  
Davidson Titles - represented by Jim Davidson  
Follett Library Resources, Inc. - represented by Jon Duncan  
Gale Digital Offerings - represented by Ben Myers  
Garrett Books - represented by Cindy Jantz  
Howard Books - represented by Mike Howard  
MackinVIA - represented by Laura Hammerschmidt  
Perma-Bound - represented by Kristen Ives  
Tennessee Electronic Library (TEL) - represented by Wendy Cornelisen  
Vincent and Vincent Booksellers - represented by Sarah and Debbie Vincent”

### **TEA**

- Shannon Bain is the new representative, but was unable to attend the meeting.

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## Unfinished Business

### Bookmark Contest

- Jackman suggests that the bookmark contest be held Jan. 1- Feb. 28. Next year School Library Week will be April 12-18. That gives the committee time to receive all the entries, get them judged, break any ties, get the materials to the printers, and get the winners their prizes before School Library Week.
- Jackman would like to have a tabletop display at TASL with this year's winners and with information sheets about the 2015 contest. "If I know who next year's chairperson will be, I can get the files to them so that the forms can be updated and distributed at TASL. I also have bookmarks that can be distributed at the business meeting."

### Other Points to Note:

- Lora Black questioned the inclusion of bookmarks at the conference business luncheon. Jackman noted that the spring competition eliminates the inclusion of winners at conference. Winners received certificates, and conference was not advertised to winners.

### Emerging Leaders Initiative

Batchelor will be presenting the "On Deck" program and application process at conference.

### Revised State Requirements

Batchelor presented the "Proposed Rule Filing Form" from the State Board of Education. The changes are official but will not appear on the website until October 29, 2014.

### Officer Handbook – Board Retreat

Batchelor proposed the amending of the bylaws of the President's Section of the Officer and Committee Handbook to remove the board retreat inclusion.

- **Raina Scoggins made the MOTION to remove the requirement of a board retreat from the President's Section of the TASL Bylaws. Beth Frerking seconded. MOTION PASSED. (M-AUG14-1)**
- The President's Section of the bylaws will be updated and posted on the TASL website.

## New Business

### K-16 Library Planning Committee

Deanne Luck of Austin Peay University addressed the board.

- "The idea of the K-16 Planning Committee is to partner academic collegiate libraries with K-12 libraries to discuss an official list of standards for information literacy from Pre-K – 12. The objective is to produce a useful framework for libraries across the state to use. Standards are to be grouped by grade level skills for information literacy." Luck requested members for the committee: 2 elementary, 2 middle school, 2 high school representatives. The majority of the work for the committee will be done electronically. The anticipated start date for committee work has not yet been set.
- Raina Scoggins added that Knox County librarians have been working on a similar project and hoped their work could be incorporated into this planning.
- Michelle Castleberry noted the worth of the project.

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- Wendy Cornelisen recommended advertising the committee via TASL e-List and presentation at TLA conference.
- Cornelisen questioned the role of public librarians in the process. Luck foresees sharing the information with public librarians once the work is complete.

Luck discussed the level of formality desired of the framework. She inquired to what degree should these formulated standards, when finished, be official.

- Cornelisen recommended including them as approved recommendations similar to TEL Rules.
- Lora Black voiced the need to have an official set of Tennessee Library Standards to increase regularity and focus of instruction across Tennessee school libraries and to increase professional value and awareness.
  - Raina Scoggins and Michelle Castleberry agreed.

### Officer Handbook – Area Representative Duties

Batchelor opened discussion of having the Area Representative Section of the Officer and Committee Handbook amended to make Executive Board Meetings mandatory in the Area Representative section.

- Cornelisen suggested a contract for Area Reps.
- Discussion included number of excused absences permitted, removal from duties, -clarification of information for duties, and relationships among board members.
- At this point, Batchelor will revise the Area Representatives duties to include stronger language pertaining to board meeting attendance.

### Long Range Planning

Beth Frerking shared the process and findings of the LRP committee: reconciling the vision with the mission statement; surveying TASL members, lapsed members, and non-members; and providing five recommendations to the board based on their findings.

- See attached LRP Survey Results.
- See attached Long Range Planning Recommendations.
- Discussion of LRP Goal 1 – Promoting Cooperation among School Librarians
  - Area Representative Duties in handbook will be amended to include facilitating a roundtable meeting once during the school year.
- Discussion of LRP Goal 2 – Involve More People in TASL
  - Board members favor the recommendation of a two year membership at a reduced rate of \$50-\$55. In keeping with by-laws, board agreed to propose rate change for majority vote on this recommendation at conference.
  - **Lora Black MOVED to present at the annual meeting a two- year Librarian Level TASL membership option at the discounted rate of \$50. Raina Scoggins seconded. MOTION PASSED. (M-AUG2014-2)**

#### Other Points to Note:

- Discussion also emerged to change Early Bird Registration until after July 1 to accommodate school bookkeeping procedures.
  - Cornelisen suggested Early Bird extension to July 15.
- Discussion of LRP Goal 4 – Improve Organizational Partnerships
  - Board members discussed providing a stipend to assist librarians who present at professional conferences.

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## Travel Policy

Batchelor discussed the expense of travel rates (mileage) provided *in addition to* the honorarium of a presenter.

- Batchelor proposed a reduced rate of 50 percent of the IRS recommended rate for mileage when an honorarium is provided.
- Frerking suggested TASL look at mileage and include a capped travel expense.
- Cornelisen suggested including the travel fees in the agreed upon honorarium/presenter fee.
- The board will continue discussing at a later date.

## Adjournment

**Beth Frerking MOVED to “adjourn the meeting.” Raina Scoggins seconded. The meeting adjourned at 1:10 p.m. (M-AUG2014-3)**

## ADDENDUM: Electronic Proceedings

Twelve TASL Executive Board members voted to approve the board minutes from February and April 2014 via an electronic Doodle Vote entitled “TASL Board Meeting Minutes-February/April 2014.” The electronic motion to approve the minutes was made by Beth Frerking and seconded by Lora Ann Black. The approval of the minutes passed with a vote of 12 ayes and one abstention.

## August 2014 Motion Summary

**M-AUG2014-1:** Raina Scoggins made the MOTION to remove the requirement of a board retreat from the President’s Section of the TASL Bylaws. Beth Frerking seconded. MOTION PASSED.

**M-AUG2014--2:** Lora Black MOVED to present at the annual meeting a two-year Librarian Level TASL membership option at the discounted rate of \$50. Raina Scoggins seconded. MOTION PASSED.

**M-AUG2014-3:** Beth Frerking MOVED to “adjourn the meeting,” and this was seconded by Raina Scoggins. Meeting adjourned at 1:10 p.m.

Respectfully submitted,

Mindy Nichols  
TASL Secretary 2014

## Dates to Remember

- TENN-SHARE School library Collection Fair/DataFest & Fall Conference – September 25-26
- TASL Conference 2014 – October 23-25
- TASL Board Meeting – October 23 @ 8:00 p.m.