

# TASL Executive Board Meeting Minutes September 24, 2015

**Welcome, Introductions, and Call to Order:** An executive board meeting of the Tennessee Association of School Librarians was held in Murfreesboro, TN, at Embassy Suites on September 24, 2015. The meeting convened at 8:00 p.m. with President Lora Black presiding.

## **Voting Members Present**

Lora Ann Black, President 2015  
Mindy Nichols, President-Elect 2015  
Shannon Minner, Secretary  
Mona Batchelor, Immediate Past President  
Cami Townsel, Highland Rim Area Rep  
Dana Lester, Walking Horse Area Rep  
Michelle Castleberry, East TN River Region Area Rep  
Lea Glass, West TN River Area Rep  
Vicki Winstead, Appalachian Region Area Rep  
Amy Balducci, Mississippi River Area Rep

## **Voting Members Not Present**

Nancy Dickonson, Treasurer  
Sherry Copeland, Western Plains Region  
Kim Wattenbarger, Cumberland Region Area Rep  
Raina Scoggins, Volunteer Area Rep

## **Others Present**

Beth Frerking, Advocay  
Misti Jenkins, Awards  
Jennifer May, TLA  
Jenifer Grady, Tenn\_Share  
Cristol Kapp, Membership

## **Approval of Minutes**

Minutes from the August 2015 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.

### **Income**

<b>2014 Conference</b>	850.00
<b>2015 Conference</b>	46,279.00
<b>2015 Membership</b>	20,410.00
<b>2015 Preconference</b>	825.00
<b>2015 Summer Workshop</b>	5,586.02
<b>Interest Inc</b>	1.24

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Misc. Income	6.01
PayPal	1.78
Scholarship Income	71.00
VSBA Stickers	<u>166.60</u>
<b>Total Income</b>	<b>74,196.65</b>

## Expense

2015 Conference Expense	2,302.35
2015 Summer Workshops Expenses	2,585.39
2016 Conference Expense	469.00
Advocacy	1,719.90
ALA	252.00
ALA Conference 2015	6,336.83
Awards	101.27
Gifts Given	114.87
Insurance	1,092.50
MemberClicks	3,609.55
PayPal Services	1,710.90
Refund - 2014 Conference	105.00
Refund - 2015 Conference	738.49
Scholarship	2,000.00
Tax Preparation	495.00
TLA Dues	60.00
Treasurer Expense	<u>172.30</u>
<b>Total Expense</b>	<b><u>23,865.35</u></b>

**Net Income** 50,331.30

## Balances

Checking \$116,061.07

Savings \$25,011.03

## Committee and Task Force Reports

### 2015 Conference Report

Conference Chair Mindy Nichols gave the Conference Committee report, stating her thanks for all of the help.

### Committee Actions:

September 2015

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- Emailed J. Jones regarding gift basket delivery to featured presenters and registration desk access.
- Scheduled transportation for Andrea Cremer, Nathan Hale, and Marc Tyler Nobleman with Executive Transportation.
- Approved AV Quote and returned to Jonathan Spencer @ ES.
- Issued Advance Schedules to featured presenters. Nathan Hale, Andrea Cremer, Marc Tyler Nobleman
- Emailed Brian Seadorf regarding delivery of conference bags to ES. Will deliver by 11 a.m. on Thursday, Sept. 24.
- Changed reservations for Nobleman and Stevens.
- Emailed Jamie Bevins regarding final vendor communication. Carrie Gordon will check in Exhibitors on Thursday, Sept. 24.
- Drafted remarks.
- All items delivered to the printer.
- Sent two weeks until conference email to registrants.
- Emailed Dana regarding call for registration desk volunteers and names of VSBA attendees for tickets.
- Nancy will bring checkbook and W9s to conference.
- Emailed Cami regarding Fun Run final details or assistance needed. Contacted Area Reps for help with TASL Fun Run.
- Contacted Scholastic for Bookstore status. Confirmed.
- Emailed Dana to request blank name tags and badge holders for vendors.
- Emailed call for Registration Desk Volunteers.
- Finalized BEOs from Embassy Suites.
- Purchased registration desk materials.
- Last minute communications.

## **Future Committee Plans:**

- Issue final payments and W-9's @ conference.
- Remit TEA forms to TEA.
- Review Conference and Vendor Evaluations and pass to Misti Jenkins for her use.
- Update and compile all pertinent conference planning files and materials to pass to Misti Jenkins for her use.
- Write thank you notes.

## **Advocacy**

No report.

## **Awards**

No report.

## **Certification**

No report.

## **Finance Committee**

See above Treasurer's Report.

## **Intellectual Freedom Committee**

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No report.

## Long Range Planning Committee

**Goal 1:** Revive the *TASL On---Deck* leadership initiative. Apply for the ABC---Clio Leadership Grant in an effort to infuse supplemental money into this initiative.

**Objective:** To engage current interested TASL members with an eye toward identifying potential candidates suitable for future TASL executive positions. Such a leadership initiative could be modeled after the AASL Leadership Institute.

**Activities:** Plan a daylong workshop for selected participants held in Nashville during the summer.

**Resources:** Cost associated with providing TASL---branded materials, favors, lunch, and snacks for the daylong event.

**Goal 2:** Promoting cooperation among school librarians

**Objective:** Facilitate regular quarterly meetings on “hot topics” provided by TASL board leadership, e.g. service, collaboration, etc.

**Activities:** Area Reps will facilitate regular quarterly meetings in their area.

### Resources required:

1. Meeting place (school, community library, community room of a centrally located bank)
2. Agenda
3. Refreshments

**Goal 3:** Involve more people in TASL by mounting an active membership drive/campaign January 1 --- March 31.

**Objective:** To increase TASL membership

**Activity:** Utilize the TASL website to prepare in advance an email series campaign to actively pursue renewal during the membership drive.

**Resources required:** Consider an Early Bird % discount from those membership rates that are not already discounted. Any discounted rate would expire with the March 31 deadline.

**Objective:** Increase active participation in TASL’s projects

**Activity:** With the exception of the finance, nominating, and long---range planning committees, committees should have at least one member who has not been involved with a TASL committee previously.

**Resources required:** None

**Goal 4:** Consider a new Collaborator’s Award recognizing a classroom teacher for having successfully planned and executed a classroom initiative or school---wide program with a

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school librarian.

**Objective:** Increase not only collaboration opportunities, but also possible TASL membership and conference attendance by classroom teachers.

**Action:** Addition to awards descriptions and promotion

**Resources:** Physical award, banquet attendance for awardees

**Goal 5:** Become more involved with presenting to organizations for administrators and students in teacher preparation programs.

**Objective:** Work with Teacher/Administrator preparation programs

**Activities:** Continuing the work started by the 2013 TASL task force that developed the administrator presentation.

Form and train a cadre of people to speak

Identify programs and contacts within Tennessee teacher and administrator training programs

**Goal 6:** Improve Organizational Partnerships

**Objective:** Have librarians present at related professional conferences **Activities:** Create a committee to track other organizations' conferences and ask specific members to submit proposals to present at them.

## Membership Committee

Cristol Kapp stated that membership is down this year. We did reach the membership goal that was set. We are at 773 members for 2015, last year we had 801. The student membership is down over the course of two years. There has been an increase in the number of retired members.

## Professional Development

Michelle Castleberry stated in the Professional Development committee report,

Summer PD:

- Has there been any more discussion about adding a third Summer PD opportunity in middle Tennessee.
- There was agreement that TASL has enough on their plate with offering 2 professional development opportunities.
- If someone in the middle Tennessee area would like to be in charge of planning an event please contact a TASL officer.
- TASL will look into an AASL event that happened in the past in the middle Tennessee area. TASL wasn't in charge but they supported the event.

## Technology Committee

No report.

## VSBA

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No report.

## **Constitutional and By-Laws Task Force**

No report.

## **Nominating**

No report.

## **Area Representative Reports**

### **West Tennessee River Region**

No report.

**Representative Lea Glass**

### **Mississippi River Region**

No report.

**Representative Amy Balducci**

### **Western Plains Region**

No report.

**Representative Sherry Copeland**

### **Highland Rim Region**

No report.

**Representative Cami Townsel**

### **Walking Horse Region**

No report.

**Representative Dana Lester**

### **Cumberland Region**

No report.

**Representative Kim Wattenburger**

### **Appalachian Region**

No report.

**Representative Vicki Winstead**

### **Volunteer Region**

No report.

**Representative Raina Scoggins**

### **East TN River Region**

No report.

**Representative Michelle Castleberry**

## **Reports from Affiliates**

### **AASL/ALA**

No report.

### **TLA**

No report.

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## TEA

No report.

## Tenn-Share

Jenifer Grady submitted the Tenn-Share report orally, stating,

- The organization is looking for grant ideas to fund state wide eBooks.
- If you hear about any databases that you would like Tenn-Share to look into purchasing let Jenifer know. One member present suggested Scholastic Core Clicks. She said it's geared towards younger children and combines non-fiction and research.
- There has also been questions on whether districts can join Tenn-Share. She states that is fine to do and rather economical. She is going to look into getting this information out to the public.

## TEL

No report.

## Unfinished Business

### AASL Commendation

- TASL's commendation went through for Knoxville Children's Festival of Books.
- When the certificate comes in the mail a member from East Tennessee will present the certificate to them.

### Welcome Package for new Librarians

Shannon Minner stated that

- Krista Grace has mailed her packet and that she is in the process of getting hers mailed.
- She showed the folder that was ordered that the packet contents went into.
- It was suggested by Krista that Lora Ann Black make a brief announcement at the business meeting lunch tomorrow telling members about the new librarian packet and encouraging new librarians to stop at the registration desk to sign up to receive one.

## New Business

### Opinion Paper on Minimum Requirements

- TASL had been asked to update and revise only the collection standards.
- AASL has a statement about the suggested staffing requirements for a school library.
- TASL supports these minimum requirements but to have an exceptional and exemplary library it is our hope that our schools will aspire beyond the minimum.
- TASL will form a committee to come up with a statement. It will be on our website along with a link to a video done by AASL on the importance of school librarians.

Letter to Editor

Misti Jenkins

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A local middle Tennessee high school was just given 93 new computers. The local newspaper, the Daily News Journal, wrote an article speaking about the new addition. The newspaper article seems misleading to the general public about what is going on in their libraries.

- There was discussion with how TASL might address the issue but no motion was made to take action.
- TASL is going to consider putting out a survey asking librarians to record the amount of time libraries are closed for testing this year.

## Scholarship Silent Auction Evaluation

Due to the absence of Raina Scoggins, the discussion of this item of business was moved to the January meeting.

## New TASL Award for the AASL Commendation Nominee

Lora Black spoke on how sometimes a state's commendation doesn't go through. The process and work has already been done so she suggested that TASL give the organization a TASL Presidential Award. The members present agreed and Mindy Nichols said that any time we can recognize and celebrate an organization for their services we should go for it.

**M-SEP2015-1: Motion made create a new TASL award for commendation of a program. Motion made by Michelle Castleberry, second by Vicki Winstead, all voted in agreement. MOTION PASSED**

The 2015 TASL Presidential Award will be given to the Knoxville Children's Festival of Books.

## SE-YA in the boro

Lora read the thank you note from SE-YA in the Boro for the \$1000 volunteer breakfast donation.

## Adjournment

Lora Black dismissed the meeting at 8:50pm.

## ADDENDUM: Electronic Proceedings

The electronic motion to approve the minutes from the August 22, 2015 meeting passed with 10 yes votes and 0 no votes.

## September 2015 Motion Summary

**M-SEP2015-1: Motion made create a new TASL award for commendation of a program. Motion made by Michelle Castleberry, second by Vicki Winstead, all voted in agreement. MOTION PASSED**

Respectfully submitted,

Shannon Minner, 2015 Secretary

## Dates to Remember

- AASL Conference 2015 – November 5-8 – Columbus, Ohio
- TASL Conference 2016 – November 3-5 – Murfreesboro, TN