

TASL Executive Board Meeting Minutes November 3, 2016

Welcome, Introductions, and Call to Order: An executive board meeting of the Tennessee Association of School Librarians was held at the Embassy Suites & Conference Center in Murfreesboro, TN, on November 3, 2016. The meeting convened at 8:00 p.m. with President Mindy Nichols presiding.

Voting Members Present

Mindy Nichols, President
Misti Jenkins, President Elect
Lynn Lilley, Treasurer
Dana Lester, Secretary
Lora Ann Black, Immediate Past President
Amy Balducci, Mississippi River Region Area Representative
Raina Scoggins, Volunteer Region Area Representative
Lakisha Brinson, Highland Rim Region Area Representative
Cindy Martin, West TN River Region Representative
Vicki Winstead, Appalachian Area Representative
Cristol Kapp, East TN River Area Representative
Sherry Copeland, Western Plains Area Representative

Voting Members Not Present

Shannon Minner, Walking Horse Area Representative
Kim Wattenburger, Cumberland Area Representative

Others Present

Beth Frerking, Advocacy/WebManager
Cami Townsel, Awards
Blake Hopper, Professional Development
Krista Grace, Professional Development
Brenda Goins, Professional Development
Erin Loree, TEL Administrator
Christa Cordrey, Technology Committee
Jennifer Sharp, TLA Affiliate
Jenifer Grady, Tenn-Share

Approval of Minutes

Minutes from the April 2016 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.

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Treasurer's Report

Lynn Lilley, Treasurer, submitted the Treasurer's report, stating,

Profit & Loss January through December 2016

	<u>Jan - Dec 16</u>
Income	
2016 Conference	55,278.00
2016 Conference T-Shirts	1,314.00
2016 Membership	28,173.83
2016 Pre-Conference	2,374.15
2016 Road Trip T Shirt	405.00
2016 Summer Workshops	5,635.00
Insurance - Refund	745.50
Interest Inc	1.85
Misc. Income	123.87
Scholarship Income	92.00
VSBA Stickers	74.50
Total Income	<u>94,217.70</u>
Gross Profit	94,217.70
Expense	
2016 - TASL VSBA Meal - Refund	40.00
2016 Preconference Refund	50.00
2016 Summer PD Workshops	3,511.47
2016 TASL Conference	1,577.52
AASL - Midwinter	195.67
Advocacy	1,399.15
ALA Conference 2016	3,691.97
ALA Dues	291.00
Equipment, cables	200.14
Freedom to Read Foundation	100.00
Insurance	331.00
Library Legislative Day	1,021.48
MemberClicks	4,145.63
Membership Overpayment/Refund	109.13
PayPal Services	2,496.44
Round Table Meeting	62.98
Scholarship	1,000.00
Tax Preparation	495.00
TLA	61.15
Treasurer Expense	55.20
VOID	0.00
Total Expense	<u>20,834.93</u>
Net Income	<u><u>73,382.77</u></u>

Balances:

Main Checking Account -	\$127,492.62
Secondary Account (Web account) -	\$5,863.05
Savings Account -	\$25,014.14
PayPal Account -	\$797.33
Total	\$159,167.14

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Committee and Task Force Reports

2016 Conference Committee

Misti Jenkins

Misti Jenkins submitted the 2016 Conference Committee report, stating,

Committee Actions:

- Member presenters chosen and notified
- Received \$500.00 check from Baker & Taylor to offset cost of Wi-Fi (total now \$1250 with additional funds from Davidson Titles)
- Received \$500.00 check from Bill Carey for Friday's dessert snack
- All contracts received
- No contract with Scholastic, but they are the Bookstore vendor
- Conference registration opened, numbers as of 10/12:
 - Conference Registration: 382
 - Mr. Schu's Preconference: 80 (maximum capacity)
 - A Novel Conversation: 3
 - VSBA Banquet: 139
 - T-shirts (opened 8/20): 70
 - Vendor Booths: 33 vendors with 40 booths, plus 3 booths for TASL, plus 1 complimentary booth to TLA
- Sched chosen as the online scheduler for conference
 - Paid \$499.00
 - Set up scheduler with presenters and sessions
- Rooms reserved with Embassy Suites
- Ordered 1st Time Attendee buttons
- Liz handled signing facilitators
- Renewed event insurance (Mindy Nichols)
- Sponsor/donor update from Dana Lester: We have badges and bags!
- Technology Committee Conference Support arranged with Christa Cordrey
- Invited one delegate from each state in Region 4 to attend conference; no takers
- Blake Hopper handled session facilitators
- Arranged transportation for featured presenters
- Ordered gifts for presenters
- Complete planner
- Issued Advance Schedules to Featured Presenters

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- Finalize VSBA Awards Banquet details with Scott Smith and Cami Townsel
- Confirm all AV needs with Embassy Suites. Approve AV Quote.
- Finalize Conference COA w/ General Conference Schedule on back
- Call for registration desk volunteers (Dana Lester)
- Create/copy door prize forms
- Ordered cupcakes from Gigi's celebration
- Ordered t-shirts

Committee Plans:

- Request/communicate payment amounts for featured presenters with Lynn Lilley (W-9 forms, etc.)
- Finalize BEOs with Embassy Suites
- Write thank you notes
- Read conference and vendor evaluations

Advocacy Committee

Beth Frerking

Beth Frerking submitted the Advocacy Committee report, stating,

Committee Actions:

- May – Beth Frerking traveled to Washington D.C. to participate in National Library Legislative Day. TLA organized the meetings and ALA provided training on the talking points. One of this year's issues that had the potential to impact school libraries was the funding of LSTA and Innovative Approaches for School Libraries. We asked that those programs be funded at the previous year's level.
- Beth thanked those representatives who voted in favor of ESSA, which had been the big school library request the previous year.
- We gave a bundle of TASL bookmarks to the senators' offices and a pack of 100 to representatives who had a winner in their district. They were well received.
- June – Beth presented a session at TASL Road Trip West on Every Day Advocacy.
- August-September – The Tennessee Department of Education began gathering feedback for implementation of ESSA. John Chrastka of EveryLibrary got the ball rolling to be sure that Tennessee libraries were putting their two cents in. Beth, Mindy, Diane Chen, Sarah Searles, and Cathy Evans worked on a committee of Tennessee librarians to craft talking points for librarians responding to the TNDOE's request for feedback as they move into ESSA implementation.
- Since no librarians were included in any of the DOE working groups, Mindy sent a letter to Candice McQueen requesting that librarians be included in the process. Dr. McQueen responded by offering a meeting via webinar for librarians. That webinar was attended by librarians from across the state who gave feedback to DOE on the role of school libraries.

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Committee Plans:

- The advocacy committee will continue to follow the progress of ESSA implementation and advise members on what they can do to be sure that school libraries are a part of the process. The advocacy committee will create a display to promote the bookmark contest at conference.

Awards Committee

Cami Townsel

Cami Townsel submitted the Awards Committee report, stating,

Committee Actions:

- Selected and notified winners of the Innovative Library Awards
- Selected and notified Teacher Collaborator winner
- Selected and notified Administrator Honor Roll recipients
- Selected and notified Scholarship Winner
- Extended deadline for the Clara Hasbrouck award (Friday, September 23, 2016)

Committee Plans:

- Select Clara Hasbrouck winner (currently no applications received)
- Update PowerPoint for Awards Banquet
- Get awards prepared (certificates and plaque?)

Certification Committee

Judy Bivens

No report.

Finance Committee

Lynn Lilley

No report.

Intellectual Freedom Committee

Stephanie Edwards

No report.

Long Range Planning Committee

Lora Ann Black

Lora Ann Black submitted the Long Range Planning Committee report, stating,

Committee Actions:

- The committee collaborated to create/update the LRP survey for members. The survey was sent to membership in August and September via Member Clicks. As responses were submitted, the committee began the process of organizing the data to formulate the LRP. Based on the survey, a plan was created.
- Lora Ann Black presented the final Long Range Plan to President Mindy Nichols.

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Other Points to Note:

- The committee chair thanks all the LRP committee members and commends them for their work.
- The committee thanks all the members who participated in the survey to better the organization.

Membership Committee

Cristol Kapp

Cristol Kapp submitted the Membership Committee report electronically, stating,

Committee Actions:

	Membership 2015	Membership Totals for 2016
Librarian	634	616
Librarian on Leave	9	4
Librarian Assistant	11	12
Retired Librarian	21	21
Supervisor/Profes sor	13	14
Student	58	64
Corporate	6	6
Friend of TASL	15	19
TOTAL	754	756

Inactive members = 229

Professional Development

Krista Grace, Brenda Goins & Blake Hopper

Krista Grace, Brenda Goins, and Blake Hopper submitted the Professional Development report, stating,

Committee Actions:

- We have secured the location for Road Trip West, which will be University School of Jackson.
- Brenda Goins will be the East Co-Chair. We are also pretty sure that the East location will be in Morristown at Walters State again. Blake is contacting them this week (10-12-16).
- Our favors have come in, which will be magnets in the shape of a car.

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- Our speaker of choice is Joquetta Johnson, who was recommended to us by the Daring Librarian. She is awaiting admin approval, because their schools are still in session.

Committee Plans:

- We will be calling for committee volunteers at the business luncheon.

Additional comments:

Krista Grace reported that Lakisha Brinson has been confirmed as the speaker and many vendors from conference agreed to support summer PD. Mindy stated that in the future, vendors may not set up at summer PD because we are not offering equitable opportunities to all vendors.

Technology Committee

Christa Cordrey

Christa Cordrey submitted the Technology Committee report, stating,

Committee Actions:

- #TASLChat has been running for 5 months!
- Social Media Campaigns:
 - March: Read Across America
 - April: #JoinTASL and Recognition
 - May: End of Year by Joyce Claassen @ Hillsboro High School
 - June: Professional Development by Christa Cordrey @ Pearl Cohn High School
 - July: NONE (sorry)
 - August: Back to School (by Christa Cordrey)

Committee Plans:

- #TASLChat will continue
 - Moderators: Working to get a different committee person to help moderate every month.
 - Schedule: on the THIRD Monday of each month:
 - November 21, 2016 - Possibly conference highlights
 - December 19, 2016 - RECOMMENDATION to cancel for holidays
 - Archives: #TASLChat now has a link on the TASL website for archives of all past chats.
- Future Social Media campaigns:
 - November: Conference
 - December: Happy Holidays

Additional Points to Note:

- Below are some statistics of our social media posts and reach.

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Twitter Statistics (as of August 31, 2016)					
	Number of posts	Impressions	Average impressions per post	Engagements	Followers
January	2	560	280	41	
February	19	2134	112	91	244
March	38	5307	140	195	238
April	66	17646	267	517	
May	41	11975	292	217	
June	49	7010	143	216	
July	28	2934	105	73	
August	36	3955	110	126	336

Facebook Statistics (as of August 31, 2016)			
	Number of posts	People Reached	Avg People Reached per Post
January	3	441	147
February	19	2095	110
March	25	1059	42
April	25	1286	51
May	10	392	39
June	19	1369	72
July	6	252	42
August	12	814	68

VSBA

Scot Smith

Scot Smith submitted the VSBA Committee report, stating,

Committee Actions:

- Pat Bashir of Nashville Public Library is now one of the TLA co-chairs for the VSBA. She will assist Amy Day-Reeves with recruiting public librarians for the nominating committees, publicity, and the counting of the ballots. Piper Nyman of Metro Nashville Public Schools is chairing the Primary Committee. Karla Keesecker of Unicoi County Schools and Jamie Bevins from Knox County Schools remain as the chairs of the YA and Intermediate Committees. All three committees are busy reading titles for the 2018-2019 lists. The first round of nominations is due in the middle of September.
- We had excellent participation in the VSBA voting in the spring, especially in the Primary Division. The winners were:
 - The Day the Crayons Quit by Drew Daywalt (Primary)

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- Escape from Mr. Lemoncello's Library by Chris Grabenstein (Intermediate)
- Prisoner B-3087 by Alan Gratz (Middle School)
- The 5th Wave by Rick Yancey (High School)
- As for this year's VSBA banquet, Ruta Sepetys, Aaron Reynolds, and Alan Gratz will be present to accept their awards. I should have letters of acceptance from Veronica Roth and Kiera Cass to read at the ceremony. I have contacted the 2016 winners about the 2017 conference. Alan Gratz will attend this year's conference. Mr. Grabenstein will likely attend next year's conference, although I do not have a confirmation. I have not received a response from Mr. Daywalt or Mr. Yancey.

Nominating Committee

Lora Ann Black

Lora Ann Black submitted the Nominating Committee report, stating,

Committee Actions:

- The committee finalized the 2017 Slate of Officers and submitted this information to President Mindy Nichols who shared it with the board in early August.
2017 TASL Slate of Officers
President: Misti Jenkins
President-elect: Blake Hopper
Secretary: Vicki Winstead
Treasurer: Lynn Lilley

Committee Plans:

- The slate will be presented to membership in the next newsletter and voted upon at TASL Conference 2016 in November.

Area Representative Reports

West TN River Region Area Representative Report

Cindy Martin

No report.

Mississippi River Region Area Representative Report

Amy Balducci

Amy Balducci submitted the Mississippi River Region Area Representative Report, stating,

Regional Actions:

- Sent welcome back email
- Reminder to submit names of new librarians
- Reminder to register for conference
- Organized fall roundtable : Saturday, 9/24 9:30 am – 11:30 am Riverdale Elem. Germantown, TN

Regional Plans:

- Lydia Crossnoe, librarian at Bells Elementary School in Bells, TN, was selected as 2016 Crockett County Educator of the Year by the Crockett County Chamber of Commerce.

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- Amy Balducci, librarian at Riverdale Elementary received a \$10,000 grant from the Germantown Education Foundation for the purchase iPads in the Media Center.

Western Plains Region Area Representative Report

Sherry Copeland

No report.

Highland Rim Region Area Representative Report

Lakisha Brinson

No report.

Walking Horse Region Area Representative Report- Shannon Minner

Shannon Minner submitted the Walking Horse Region Area Representative Report electronically, stating,

Regional Actions:

- The Round Table for my region took place on the evening Friday, September 16th at the Embassy Suites in Franklin. I chose this location so that we could take advantage of the SCBWI Author and Illustrator Autograph party that was being held that same night.

Regional News:

- Reading in the Schools Day is taking place at many area schools on September 23rd .
- Cedar Grove Elementary is having author Ryan Sloth, former Iowa State Football Cornerback, visiting and presenting on Friday, September 2nd. Runaway Theater will be performing in November and Bright Star Touring Company will be performing in December.
- The following schools will be hosting author N.D. Wilson through Linebaugh Public Library's Pen Pal author program.
 - Cason Lane Academy
 - John Pittard Elementary
 - Erma Siegel Elementary
 - Smyrna Middle
 - Thurman Francis (k-8)
 - Overall Creek Elementary

Cumberland Region Area Representative Report

Kim Wattenbarger

No report.

Appalachian Region Area Representative Report

Vicki Winstead

Vicki Winstead submitted the Appalachia Region Area Representative Report electronically, stating,

Regional Actions:

- Emailed Appalachian region
 - Welcome back
 - Reminder to register for conference
 - Asked for Information to include in next TASL talks

Regional News:

- The Fall Appalachian Regional Round Table is scheduled for Thursday, September 15 at the Bristol Public Library from 4:00-5:00 pm. An email with the link to sign up (google form) will be sent to the region on Sept. 1.

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Volunteer Region Area Representative Report

Raina Scoggins

Raina Scoggins submitted the Volunteer Region Area Representative Report, stating,

Regional Actions:

- Have sent reminders about dues, conference registration etc.
- Have secured the Powell Library for our Round Table on October 1st
- Will be sending the email this week about Round Table

East Tennessee Region Area Representative Report

Cristol Kapp

No report.

Reports from Affiliates

AASL/ALA

Mindy Nichols

Mindy Nichols submitted the AASL/ALA report electronically, stating,

Affiliate Actions:

- Submitted TASL's 2016 Statement of Concern and Statement of Commendation to AASL Region 4 Representative Carolyn Vibbert via email on April 20, 2016.
 - Update: Both TASL's Concern and Commendation were approved and moved forward by the Affiliate Assembly Coordinating Team.
- At the request of AASL Executive Director Sylvia Norton, I submitted a letter of TASL's support for holding the 2025 AASL National Conference & Exhibit in St. Louis, MO.
- At the request of Allison Cline and ALA Washington Office, I submitted a sign on to Title IV Part A Funding letter on behalf of TASL to Senator Lamar Alexander.
- President-Elect Misti Jenkins and I attended AASL Affiliate Assembly Leadership Trainings and meetings at ALA Annual in Orlando June 23-26.
 - Concern & Commendation Update: Both the Concern and Commendation were moved forward.
 - I received email communication from Shannon Carter regarding the presentation of the Commendation Certificate and letter.
- Allison Cline contacted me regarding AASL's provision of a free ESSA workshop for affiliates. Affiliates are to provide venue and marketing.
 - TASL will provide as a free preconference event on Thursday, November 3, 2016, from 10:00 a.m. – 12:00 p.m.

Affiliate Plans:

- AASL ESSA Workshop – November 3 10:00 a.m.-12:00 p.m.
- Present AASL Commendation Letter and Certificate to Southeastern Young Adult Book Festival @ VSBA Banquet

TLA

Jennifer Sharp

Jennifer Sharp submitted the TLA report electronically, stating,

Affiliate Actions:

- TLA has been working on preparing a booth for this year's TASL Conference! At the booth, we will have a board member of TLA present to answer questions about membership, and we will

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also be sponsoring a “technology petting zoo” during open exhibit time thanks to a partnership with Nashville Public Library and help from several school librarian volunteers. We will have various tech tools and makerspace items available for librarians to explore, and NPL staff/school librarians will be on hand to answer questions, share experiences, and talk about curricular applications for the tools.

Affiliate Plans:

- Mindy Nichols and I are going to work together to distribute a set of articles called “What the Public Librarian Wishes the School Librarian Knew” and “What the School Librarian Wishes the Public Librarian Knew” to our membership in order to facilitate a discussion about partnerships and bolstering the relationship between public and school librarians. More details will be forthcoming, but please plan to participate and share your thoughts and ideas!

Tenn-Share

Jenifer Grady

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

Affiliate Plans:

- Tenn-Share’s School Library Collection Fair and DataFest on Thursday, September 29, were planned with school librarians in mind. First, registration, meals and parking are free for Thursday’s DataFest and School Library Collection Fair (parking paid for attendees who stay until 3 pm). There may also be a drawing for a FitBit©! Besides TEL Training all day, the School Library Collection Fair has your favorite distributors like Vincent and Vincent, Follett, Children’s Plus, and Mike Howard Educational Services, plus newcomers Delaney Educational Enterprises and EDC Publishing. There are at least 15 vendors available to school librarians from 9 am – 3 pm. There is an entire DataFest track for school librarians and several vendors that serve K-12 as well as other audiences. Other descriptions are forthcoming and the schedule is online.
- Ingram Content Group – using ipage to streamline your workflow
- Follett’s Jon Duncan will show off LightBox, and how it improves literacy skills
- Britannica Digital Learning – an overview of Original Sources, a collection of primary documents
- Springshare is debuting LibWizard
- Movie Licensing USA, Education Networks of America, and Scholastic Publishing will also be presenting.
- School Representatives on the TS Board
 - Sarah Culp Searles, Knox County Public Schools
 - Stephanie Ham, Metropolitan Nashville Public Schools
 - Sara Casey, St. Agnes Academy–St. Dominic School, Memphis

Additional comments:

- Tenn-Share is looking for board members from Middle and East Tennessee.

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TEL

Erin Loree

Erin Loree submitted the TEL report electronically, stating,

Affiliate Actions:

- Tennessee Electronic Library Portal
 - We successfully migrated TEL database URLs to our new authentication provider, Gale. Several notices were sent to school and public libraries and most have moved to the new linking syntax without any problems.
 - We held a series of Back to School webinars for school and public libraries from both Gale and World Book.
 - The federate search box on the TEL homepage was updated to the latest version and features a more attractive interface for users with improved options for filtering and displaying search results.
- Gale Resources
 - Gale has redesigned the Small Business Resource Center. Users can preview the new platform by clicking the “Try It Now” button in the top corner of the current interface. We will switch to the new platform September 21.
 - Gale now offers Microsoft collaboration tools that allow users to login with their Microsoft account and easily share and download content.

Affiliate Plans:

- We will start the RFP process for our general research databases (Gale products) in October.
- Gale will be replacing Artemis Literary Sources with a new platform that is similar to the In Context and InfoTrac platforms. We will go live with the new platform sometime in October.
- Five different TEL training sessions will be held at the upcoming Tenn-Share DataFest event on September 29.

Additional comments:

- Erin is looking for state employees with K-12 library knowledge to help evaluate the RFP.

New Business

- **LEAD Conference Registration Reimbursement** **Mindy Nichols**
 - Mindy stated that the Administrator Presentation Conference Task Force presented at the LEAD Conference last week. Task Force members paid their own registration.
 - **M-APR2016-1: Misti Jenkins moved that we reimburse the registration cost for the committee members who attended the LEAD Conference. Raina Scoggins seconded. Motion passed.**
- **Membership Renewal Form** **Beth Frerking**
 - Beth explained that renewing members need to always click RENEW, instead of joining TASL again. A current member who has been moved to lapsed and then uses the librarian form, instead of renewal form, prevents their profile from reactivating. We currently have 229 inactive members.

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- It was decided that the membership chair needs to preserve inactive profile information. Then, once the deadline is reached, they are deleted from the database. Membership chair should contact Webmaster when it is safe to delete old profiles.
- It was also agreed upon that the option to print a “membership card” after joining/renewing membership would be a nice option for members. Beth said she would create one within the confirmation email.

- **Travel Reimbursement Policy Addendum**

Mindy Nichols

The Travel Reimbursement Policy on page 21 of the TASL Officer and Committee Handbook currently states that only one hotel room will be reimbursed for TASL officer lodging. Nichols explained that we need to update the lodging addendum to accommodate officers of different genders and proposed this change. “TASL Officers of different genders will be provided separate rooms at full reimbursement.”

- **M-NOV2016-2** Lora Ann Black made the motion to accept the suggested change to the TASL Officer and Committee Handbook: “TASL officers of different genders will be provided separate rooms at full reimbursement.” Cindy Martin seconded the motion. The motion passed.

Adjournment

M-NOV2016-3 Vicki Winstead MOVED to “adjourn the meeting”. Cristol Kapp seconded. MOTION PASSED. The meeting was adjourned at 8:42pm.

November 2016 Motion Summary

M-APR2016-1: Misti Jenkins moved that we reimburse the registration cost for the committee members who attended the LEAD Conference. Raina Scoggins seconded. Motion passed.

M-NOV2016-2: Lora Ann Black made the motion to accept the suggested change: “TASL officers of different genders will be provided separate rooms at full reimbursement.” Cindy Martin seconded the motion. The motion passed.

M-NOV2016-3 Vicki Winstead MOVED to “adjourn the meeting.” Cristol Kapp seconded. MOTION PASSED. The meeting was adjourned at 8:42pm.

Dates to Remember:

ALA Mid-Winter Meeting- Atlanta, GA- January 20-24, 2017

TASL Membership Campaign- January 1-March 31, 2017

Respectfully submitted,

Dana Lester
TASL Secretary 2016