

TASL Executive Board Meeting Minutes - April 14, 2018

Welcome, Introductions and Call to Order: An executive board meeting of the Tennessee Association of School Librarians was held on April 14, 2018 at Blackman High School Library. The meeting convened at 10:00 A.M. CST with President Blake Hopper presiding.

Voting Members Present

Blake Hopper
Misti Jenkins
Jennifer Sharp
Amy Balducci
Elizabeth Shepherd
Raina Scoggins
Julie Stepp

Voting Members Not Present

Shannon Minner
Sherry Copeland
Katherine Cozzens
Rebecca Marino
Jackie Gregory
Cindy Martin

Others Present

Erika Long
Katie Capshaw
Lindsey Anderson
Hannah Little
Ginger Kirchmyer

Approval of Minutes

Minutes from the February 2018 meeting were not approved electronically prior to this meeting. Minutes for this meeting will be approved electronically. All minutes are posted to the TASL website in an effort to keep the membership informed about TASL business.

APR14-1: Julie Stepp made a motion to accept the February minutes. Motion seconded by Raina Scoggins. Motion passed.

Treasurer's Report

Elizabeth Shepherd

Elizabeth Shepherd, Treasurer, submitted the Treasurer's report, stating,

There is no Treasurer's Report due to laptop crashing and loss of data

MAR15-2: Jennifer Sharp made a motion to accept the Treasurer's Report. Motion seconded by Raina Scoggins. Motion passed.

Committee and Task Force Reports

2018 Conference Committee

Jennifer Sharp

Jennifer Sharp submitted the 2018 Conference Committee report, stating,

Committee Actions:

All contracts (except for one) have been completed and returned.

A preliminary schedule has been drafted.

Call for member presenters was updated and posted; social media posts are forthcoming!

Event insurance will be renewed in early September.

Plans have been drafted for standards training at conference.

We have received our Event Services Manager at Embassy.

Committee Plans:

Design conference registration form with Amy & Christa.

Work with Jamie & Ginny to update exhibits/vendor form and contracts.

Review proposals and select member presenters.

Work with Christa on Sched for conference.

Work with Liz on Novel Conversation plans for this year

Update "Make Your Case"/FAQ documents

Work with Lindsey and Josie on getting Scholastic all the information they need for the bookstore.

Additional Comments: The call for member presenters is LIVE!! Please encourage friends and colleagues to submit proposals to present at Conference

Advocacy Committee

Lindsey Anderson

Lindsey Anderson submitted the Advocacy Committee report, stating,

Committee Actions:

Bookmark contest winners were chosen, notified.

1st place winners receive:

- Students: a \$25 cash award

50 bookmarks of their own design

- School librarians: 200 bookmarks of the winning design

and an enlargement of their bookmark

- An award certificate

Honorable mention awardees receive:

- Students: 25 bookmarks of their design

- School librarians: 100 bookmarks of their design

- An enlargement of their bookmark

- An award certificate

Bookmarks were printed at Sir Speedy, costing \$1161.85.

4 winners receive \$25 each, so \$100

Postage to reimbursed is TBD.

Bookmarks, enlargements, certificates, checks for the winners are ready to be mailed.

Questions were supplied for the TASL Legislative Chat in February.

Infographic showing the highlights of the results of the School Libraries Survey was created to share with legislators.

Lindsey Anderson, Jennifer Sharp, and Amanda Smithfield met with gubernatorial candidate Karl Dean and shared the TASL School Libraries survey results.

Lindsey Anderson and Jennifer Sharp attended TN Library Legislative Day on March 14, 2018, and represented TASL.

We met with Senator Jack Johnson, Speaker Beth Harwell, Senator Glenn Casada and shared the TASL School Libraries survey results.

Lindsey Anderson wrote a blog post for the TASL blog on Advocacy.

Committee Plans:

Looking into attending National Library Legislative Day and the costs involved.
Continuing to reach out to legislators, gubernatorial candidates
Continuing to think of ways to spread the word about the needs and the value of school libraries.

Additional Comments:

TASL can think about the Bookmark contest and consider ways to save money. What is the impact of the contest? It's great publicity for TASL, but is it worth the cost?

*Discussion of travel expenses for Legislative Day in Washington DC May 7-8, 2018.

Awards Committee

Krista Grace

No report.

Certification Committee

Judy Bivens

No report.

Finance Committee


Elizabeth Shepherd

Elizabeth Shepard submitted the Finance Committee report, stating,

Committee Actions:

The TASL Laptop assigned to me crashed about a week ago. Since it was still under manufacturer's warranty it is being replaced at no cost. I did however spend \$100 on data recovery.

Without the laptop I am unable to produce the typical quarterly report. I can however provide the current bank balances:

| | | |
|---|-------------------------|--------------------|
| Spend  | TOTAL AVAILABLE BALANCE | \$26,979.21 |
| Main * 0671 | | \$21,734.51 |
| Secondary * 7236 | | \$5,244.70 |

Instant deposits and funds with approval. [Learn more](#) about Regions Mobile Deposit Immediate Availability.

| | | |
|---|---------------|--------------------|
| Save  | TOTAL BALANCE | \$25,017.87 |
| LIFEGREEN SAVINGS FOR BUSINESS * 1876 | | \$25,017.87 |

Committee Plans:

Will continue to look for ways to save money and manage our finances more efficiently.

Additional Notes:

Would like the board to consider purchasing an external hard drive to back up TASL Treasurer files. The average cost of an external hard drive is around \$100.

Obtained detailed invoices from the 2017 and 2016 Annual Conference to compare and look for the source of the \$20,000 difference in conference costs. We are still searching for the discrepancy.

Recommendation from the finance committee to purchase an external hard drive to back documents in the event of a computer failure.

March 15:3- Motion made by the finance committee to purchase an external hard drive to back documents in the event of a computer failure. Motion seconded by Julie Stepp. Motion passed.

Intellectual Freedom Committee

Beth Frerking

Committee Actions:

Looking forward to Banned Books Week 2018 – September 23 – 29.

Additional Comments:

No challenges have been reported. □

Long-Range Planning Committee

Misti Jenkins

Committee Actions: □ Please supply actions by your committee since the last board meeting.

- LRP Committee members are currently reviewing the 2018 Long Range Plan.

Committee Plans:

Please supply any future plans of your committee.

- Committee members will share feedback on the 2018 Long Range Plan and current TASL actions.

Committee members will draft and present the 2019 Long Range Plan at the September TASL Board Meeting.□

Misti Jenkins submitted the Long-Range Planning Committee report, stating:

Membership Committee

Martha Harris

Committee Actions: □

- Encouraged membership renewal
- Urged contacts to spread the word and strengthen membership
- Fielded questions, inquiries, and concerns with members during renewal process
- Collaborated with Ms. Cordrey to solve online renewal snafus

Committee Plans:

Please supply any future plans of your committee.

- Calculate the winners of the membership contest
- Transition membership into a rolling year as opposed to January - December
- Offer lifetime membership to retired librarians
- Determine membership statics

Additional Comments:

Please list any other pertinent information that falls outside the parameters of the areas above.

- What data needs to be gathered for future reports and the membership contest?
- Do any members have suggestions for further bolstering membership?

Professional Development

Brenda Goins & Katie Capshaw

Brenda Goins and Katie Capshaw submitted the Professional Development report, stating,

Technology Committee

Christa Cordrey

Christa Cordrey submitted the Technology Committee report, stating,

Committee Actions:

#TASLChat News

Proposed #TASLChat Schedule of Topics

April 2018: Clubs in the Library

May 2018: Intellectual Freedom in K12

June 2018: Teaching Digital Citizenship

July 2018: Advertising Books

August 2018: Collaboration How-To

September 2018: Author Visits in the Library

October 2018: Teacher PD in the Library

November 2018: Skype in the Library

December 2018: Building your PLN

#TASLChat time is on Monday nights at 8:00pm EST / 7:00pm CST

Committee Plans:

Recruit volunteers to tweet Summer PD

Throughout April, foster authentic social media interactions by seeking out School Librarians on twitter and giving shoutouts to celebrate school library month.

Questions to consider:

Is #TASLChat worth it? We typically have really low participation. Recently, I wasn't able to attend the #TASLChat one night and my absence was really felt because I started getting messages about how slow the conversation was going! Our typical audience is about 5 people, mostly on the board. Is it worth it?

**Social media statistics are attached below.

Facebook Statistics

| 2018 Facebook Statistics | | | | |
|--------------------------|-----------------|----------------|-----------------------------|------------|
| Facebook | Number of posts | People Reached | Avg People Reached per Post | Page likes |
| January | 20 | 2562 | 128 | |
| February | 14 | 1006 | 72 | |
| March | 29 | 2833 | 98 | 422 |
| April | | | | |
| May | | | | |
| June | | | | |
| July | | | | |
| August | | | | |
| September | | | | |
| October | | | | |
| November | | | | |
| December | | | | |

**Green highlights signify an increase - which is our goal! For facebook, it seems that the more effort we invest (e.g. the number of posts), the less people we reach. The average people reached per post continues to decline every year.

Twitter Statistics

| 2018 Twitter Statistics | | | | | |
|--------------------------------|------------------------|-------------------------|-------------------------------------|--------------------|------------------|
| Twitter | Number of posts | 2018 Impressions | Average impressions per post | Engagements | Followers |
| January | 30 | 9479 | 316 | 236 | |
| February | 26 | 6347 | 244 | 179 | |
| March | 31 | 7576 | 244 | 247 | 618 |
| April | | | | | |
| May | | | | | |
| June | | | | | |
| July | | | | | |
| August | | | | | |
| September | | | | | |
| October | | | | | |
| November | | | | | |
| December | | | | | |

**Green highlights signifies a rise in the number from the same period in the previous year. Notice - all of the stats are up!

VSBA

Scot Smith

Scot Smith submitted the VSBA Committee report stating:

Committee Actions:

The three nominating committees (Primary, Intermediate, and YA) are in the process of finalizing their nominations for the 2019-2020 VSBA. The three committees will meet in late April/early May to create those lists. We will post those lists on the VSBA page in mid-May. Ballots for the 2017-2018 VSBA are due on Wednesday, May 2. Once co-chair Pat Bashir tallies

the votes, we will announce the four winners on the TASL web page as well as through the TASL list-serv. Molly Moore of the Publicity Committee has created a Facebook group for the VSBA and is looking at other social media platforms to better promote the VSBA. Karla Keesecker has admirably served her term as the chair of the YA Nominating Committee and is stepping down as chair. Emily Farmer of Limitless Libraries for Nashville Public Library will take Karla's place as chair.

And now for the big news: Follett School Solutions has agreed to sponsor a drawing for four sets (that's twenty books in each division) of 2018-2019 VSBA nominated titles. Follett will donate a set of twenty VSBA titles in each division—Primary, Intermediate, Middle School, and High School. We will have more news about this initiative soon. We will begin to publicize the drawings this weekend. We would especially like to thank Tennessee's two Follett representatives—Jon Duncan and Richie Gibson—for their support.

Committee Plans:

Please supply any future plans of your committee.

The Publicity Committee will meet again in May to discuss Battle of the Books. The nominating committees will be accepting new members during the summer months to replace those members who are stepping down. I will contact the winning authors for 2017-2018, and hopefully, they will be able to attend our conference in 2019

Nominating Committee

Misti Jenkins

Misti Jenkins submitted the Nominating Committee report, stating:

Committee Actions:

- The committee compiled a list of candidates for the positions of President-Elect and Secretary.
- Misti Jenkins, Committee Chair, has contacted candidates for each position.
- All offices have been accepted at this time.
- Slate of Officers has been given to Blake Hopper.

Committee Plans:

Please supply any future plans of your committee.

- No further action needed.

Regional Task Force

Hannah Little

Hannah Little presented the Regional Task Force report stating,

Recommend adopting TSLA regions

Why

Mona: TSLA renamed the regions a few years back, but did not redraw lines. I think the greatest difference is that we have these protracted north south lines that are inconvenient for many members. Also, the TSLA breaks out the major metro areas into their own regions, something that could be a positive for TSLA members, since the school libraries/librarians in the large districts function so differently from those in small, rural districts.

Hannah: I agree the rural/metro distinction is helpful. Things like Limitless Library, etc. are things the rural folks can only dream about, but would be great for metro groups to discuss, collaborate and train.

Blake agrees that this works for East, Mona for West and Hannah Middle





Area Representative Reports

Blake encouraged regional meetings. Discussion of appointing Lead Area Reps to encourage and support all of the area reps. Misti suggested Area Reps sending a Google Survey Form to members in their specific area, making it easier for members to respond. Blake made plans to acknowledge all Area Reps at 2018 Conference.

West TN River Region Area Representative Report

Cindy Martin

No report.

MS River Region Area Representative Report

Katherine Cozzens

No report.

Western Plains Region Area Representative Report

Sherry Copeland

No report.

Highland Rim Region Area Representative Report

Jackie Gregory

No report.

Walking Horse Region Area Representative Report

Shannon Minner

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

Regional Actions: Please supply actions you have taken as area representative since the last board meeting. Promoted the Se-Ya Book Fest

Hosted the Regional Round Table on Saturday, March 10th at the Se-Ya Book Festival. Two TASL members were in attendance.

Regional News:

Please supply any regional news since the last board meeting.

The Murfreesboro City School librarians are gearing up for the third annual Boro Book Battle on May 10th.

Cumberland Region Area Representative Report

Julie Stepp

No report.

Appalachian Region Area Representative Report

No report.

Volunteer Region Area Representative Report

Raina Scoggins

Raina Scoggins presented the Volunteer Region report stating,

Regional Actions:

WE had our Volunteer Regional Round Table on March 3rd. We talked about the new AASL standards, reading promotions, and research. We discussed job changes in our roles as well as individual growth. It was an excellent time together.

Regional News:

I still can't get my folks to brag even just a little bit.

I just found out about the following Knox County Librarians being named Teacher of the Year at their school.

2017-18 KCS Teachers of the Year

- Emily Davenport, Carter High
- Janet Getz, West Valley Middle
- Kerstin Sisco, Bluegrass Elementary
- Debbie Wells, Ball Camp Elementary

East Tennessee Region Area Representative Report Rebecca Marino

No report.

Reports from Affiliates

AASL/ALA

Blake Hopper

Blake Hopper submitted the AASL/ALA report electronically, stating,

Affiliate Actions:

Jennifer Sharp and I traveled to Denver.
We attended both Affiliate meetings.
We received updates on ESSA and the standards.
I was nominated to run for Affiliate Chair

Affiliate Plans:

Please supply any future plans of your committee.

We will attend ALA Annual in June.

TLA

Erika Long

Erika Long submitted the TLA report electronically, stating, TLA will soon send members a ballot to vote on the proposed restructuring of TLA organization/governance. Below are proposed article changes that would impact the School Libraries Section.

Article VII. At-Large Representative

Section 1. One At-Large Representative shall be elected to represent each of the five types of libraries/persons within the membership of the Association.

- a. Academic libraries
- b. Public libraries
- c. School libraries
- d. Special libraries
- e. Friends/Retirees/Trustees

At-Large Representative shall be an individual member of the Association.

Section 2. Each At-Large Representative shall have one vote on the Executive Board and the Advisory Council.

Section 3. At-Large Representative responsibilities shall be:

- a. represent the interest of the appropriate constituency
- b. develop and present a program, business meeting, or forum at the annual conference addressed to the appropriate constituency;
- c. communicate with appropriate constituency as to the discussions/decisions of the Executive Board and the Advisory Council;
- d. attend all meetings of the Executive Board and the Advisory Council;
- e. submit quarterly and annual reports on the activities of the constituency to the Executive Board;
- f. perform other duties as outlined in the *TLA Manual of Procedures*.

Section 4. At-Large Representative term of office shall be two years.

a. A staggered term of service shall be established with the first year of this structure.

Section 5. At-Large Representative shall not simultaneously hold any other voting rights position on the Executive Board nor the Advisory Council.

Article XX. Affiliation with in-state organizations

Section 1. Regional and other library associations within the State of Tennessee shall be

provided the opportunity to affiliate with the Association in order to coordinate the work of the Association with that of individual libraries throughout the state and to promote participation of individual staff members in the Association's activities and projects.

Section 2. Chapter objectives, organizations, administration and activities shall be determined by the chapter itself. The Association may provide counsel and technical assistance to the chapter upon request.

Section 3. All members of the chapters need not be members of the Association, although chapters should actively encourage membership in state, regional, and national library associations.

Section 4. The Executive Officer or designated representative of each affiliate shall be eligible to attend all meetings of the Advisory Council as a non-voting participant. Said officer or designated representative must be a member of the Association.

Section 5. A designated representative of the chapter shall present quarterly and annual

reports of activities to the President of the Association.

Tenn-Share

Jenifer Grady

TASL Board Meeting April 2018

Affiliate Plans:

Tenn-Share's Board is focused on completing the third and last year of its strategic plan. The specific objectives under each goal relate to increasing attendance at events, better communication with staff at member libraries, and attracting more libraries to the Firefly Courier Service, which begins its next contract in July 2018.

GOAL #1: Increase member involvement in Tenn Share in order to assist Tennessee libraries and the patrons they serve.

GOAL #2: Increase awareness of Tenn-Share's functions, resources, and benefits by collecting stories to tell through multiple media outlets.

GOAL #3: Increase and diversify Tenn-Share's revenue base, decrease costs and increase efficiency to ensure financial sustainability. COMPLETE

GOAL #4: Identify what makes Tenn-Share a valuable resource for libraries and how Tenn-Share can increase its value to libraries. COMPLETE

Tenn-Share has several trials and potential offers now. Please complete the appropriate interest form: <https://www.tenn-share.org/databases#Interest>.

- Booklist Online
- Tumblebooks TumblebookLibrary
- Tumblebooks TumblebookCloud
- Tumblebooks TumblebookAudioCloud
- Tumblebooks RomanceBookCloud
- Gale Global Issues in Context
- Gale Interactive: Science
- Gale Smithsonian Primary Sources in US History
- Gale History in Context: US
- Gale History in Context: World

TEL

Andrea Zielke

No report.

Blake notified the Board that Andrea Zielke will be replacing Erin Loree.

Unfinished Business

The Regional Task Force recommends restructuring the TASL regions to mirror the TSLA regions. This would increase the regional reps by 4. The counties added would be Shelby, Davidson, Hamilton, and Knox counties. The current reps would remain in their respected counties. A new rep would be needed for the rural regions that those counties encompassed. Term limits will be spaced out for the current reps serving to ensure that staggered refilling of positions for smooth transitions so that appointments are not concurrent.

M4 -Motion made by Regional Task Force to restructure the TASL regions to mirror the TSLA region. Motion seconded by Jennifer Sharp. Motion passed.

Blake and Jennifer met with the State Commissioner of Education, Candice McQueen to discuss appointing a TN school librarian at the state level.

New Business

Christa Cordey has created website calendar video directions.

<https://drive.google.com/open?id=10N28DgGxGahS7fSt6Hq4zt5KIGj3BTjn>

Jennifer Sharp discussed officer requirements for the TASL board. She opened the discussion about potentially removing the requirement of being a school librarian, school library supervisor, or retired school librarian from holding positions on the TASL Executive Board. After discussion, no changes to existing handbook were suggested.

Adjournment

M-APR14:5 Misti Jenkins moved to adjourn the meeting. Elizabeth Shepherd seconded. Motion passed. The meeting was adjourned at 11:54 A.M. CST.

April 14, 2018 Motion Summary

M - APR14:1 Julie Stepp made a motion to accept the February minutes. Motion seconded by Raina Scoggins. Motion passed.

M - April15:2 Jennifer Sharp made a motion to accept the Treasurer's Report. Motion seconded by Raina Scoggins. Motion passed.

March15:3 Motion made by the finance committee to purchase an external hard drive to back documents in the event of a computer failure. Motion seconded by Julie Stepp. Motion passed.

M-APR14:4 Motion made by Regional Task Force to restructure the TASL regions to mirror the TSLA region. Motion seconded by Jennifer Sharp. Motion passed.

M-APR14:5 Misti Jenkins moved to adjourn the meeting. Elizabeth Shepherd seconded. Motion passed. The meeting was adjourned at 11:54 A.M. CST.

Dates to Remember

April 2018: School Library Month

May 7-8, 2018: National Library Legislative Day

June 20, 2018: TASL Road Trip East

June 28, 2018: TASL Road Trip West

Sept 9-11, 2018: TASL Conference

September 27, 2018: School Library Collection Fair

September 27, 2018: DataFest

September 28, 2018 Tenn-Share Fall Conference

Respectfully submitted,

Amy Balducci

TASL Secretary 2018