YSS Executive Board Meeting
Friday, July 27, 2018 @ NYLA Office - Guilderland

In attendance:

Liz Anastasi, Jennifer Burke, Pat Connor, Mary Fellows, Carol Geary, Kim Hazen, Chrissie Morrison, Lisa Neuman, Laura Panter, Sharon Phillips

Motion to call the board meeting to order at 10:31 a.m. (1st Motion: Laura Panter; 2nd Motion: Lisa Neuman); motion carried.

1. Welcome and Introductions
2. Approval of Agenda
   - Motion to approve the agenda (1st Motion: Laura Panter; 2nd motion: Liz Anastasi); motion carried.
3. Approval of Minutes from April 12, 2018 board meeting – Kim Hazen
   - Motion to approve the minutes (1st Motion: Lisa Neuman; 2nd motion: Jenny Burke); motion carried.
4. Treasurer’s Report: Pat Connor (see attached financial report)
   - There are a few changes that need to be noted in the report. $1,000 change in the projected expenses; It should read $37,250.00 instead of $38,250.00
   - Some additional changes under the YSS 2018 Conference Financial Summary. It should read that the expenses totaled $21,810.43; loss of $857.
   - We are ahead of projected income and have fewer expenses than anticipated.
   - We did lose a donor for the Ann Gibson Scholarship. Pat Connor suggested that the Marketing Committee do a campaign about the fund.
   - We also might want to look at the booth structure. Raffles are bringing in the most money and we are not earning as much in booth sales. We could consider not having as many booth sales.
   - Laura Panter stated that we could have one big item in the spring and just use the leftover items at the booth.
   - The income expenses balance out in the 2018-2019 proposed budget.
   - We have $600 for the Genesee Brew House (Ann Gibson Scholarship Reception).
   - The NYLA Conference expenses are down because there were no webinars, etc.
   - For the Continuing Ed Webinar it will be increased from $100 to $200 in the projected expenses.
   - The NYLA Site Charges line in the proposed budget is the booth charge cost (rental).
   - Motion to approve treasurer’s report (1st Motion: Laura Panter; 2nd motion: Lisa Neuman); motion carried.
   - Motion to approve changes to the 2018-2019 proposed budget (1st Motion: Lisa Neuman; 2nd Motion: Liz Anastasi); motion carried.
   - Motion to approve the 2018-2019 budget (1st Motion: Lisa Neuman; 2nd Motion: Liz Anastasi); motion carried.
5. Past President’s Report: Laura Panter gave report for Christina Ryan-Linder
   A. Past President’s Dinner recap:
      Total Spent: $833.06
Dinner $804.87
Supplies $28.19
Total Paid Attendees: 16 x $40 -- $640.00 plus $80 collected at dinner = $720
Raffle: $220.00
Attendees: 18 paid (includes 2 past presidents that paid)
6 Past Presidents attended
Total Income: $940
- See above for Past President’s Dinner expenses and income, we made about $100.

B. YSS Election Results:
- Amanda Schiavulli is the new Incoming President.
- Elissa Valente is the incoming Treasurer.
- Chrissie Morrison is the incoming 1st Year Director.

C. The Empowerment, Advocacy & Leadership Academy (EALA) Update:
- There are 10 people currently registered for the inaugural EALA program. 8 scholarship applications were submitted.
- Christina Ryan-Linder nominated Pamela Edholm from Buffalo & Erie County Public Library and Sarah Prosser from the Field Library in Peekskill to be awarded the two scholarships.
- Motion to award the two scholarships to Pamela Edholm and Sarah Prosser (1st Motion: Pat Connor; 2nd Motion: Anastasi; motion carried.

D. Statewide Battle of the Books Update:
- A survey has been created with inquiry of interest in a Statewide Battle of the Books Program.
- This inquiry is a partnership between SSL and YSS and if the survey results show interest in a statewide program, a joint committee between SSL and YSS will be formed to investigate how to go about making this happen.

6. President’s Report: Laura Panter

A. NYLA Council:
- Executive Director Evaluation Process has been completed and results are pending.
- Resolutions Honoring John Hammond, Bernie Margolis, and Herb Biblo were approved.
- NYLA Conference registration is underway. Early bird until August 31st.
- NYLA’s new phone system First Light has been installed and is operational.
- Sections went over their planned Annual Conference sessions.
- PLS is announcing a new award. PLS Innovative Program Award will recognize a program produced in a public library that is new to the library’s community, fulfills an identified need in the community, and had an impact on the target audience. Prize is $1000 and a plaque.
- NYLA Director presented the SLCP Business Plan to the Council. There are 34 libraries participating presently, mostly public libraries.
- Jeremy has been asked to chair National Committee of Advocacy for ALA.

B. Intellectual Freedom Committee Representative
- Mary Jo Smith has taken on the position.
7. **2nd Vice-President’s Membership Report: Laura Panter gave report for Chinasa Seyse**
   - As of June 2018, the total membership stands at 6,671, and our sectional membership is 819.
   - The NYLA Membership Committee held their conference call on Wednesday, June 6th from 10 am – 11 am. They discussed the proposed survey. A draft was circulated for review/edits. Geoff Kirkpatrick, Chair, was pleased with the outcome and has submitted the survey to the NYLA Council for final revisions.
   - Jotform entries were received since May 15th. We have a few individuals interested in volunteering.
   - Membership gift: The receipt clips have been ordered and will be shipped to the NYLA office by August 15th.

8. **President-Elect/Vice President’s Report: Lisa Neuman**
   - Lisa Neuman has been working on the job descriptions and committee timelines. There are a lot of documents to look at and people to contact.
   - Lisa Neuman would appreciate it if we put our initials or name on any updated documents.
   - Laura Panter stated Kim Hazen should update the secretary position by fall.
   - Laura Panter stated we need to update the position and job descriptions for all the directors, 2nd Vice President, etc.
   - Committee Charge Changes- CE Liaison (creating guidelines/timeline of duties)
   - Conference Planning - This committee while it has three members the jobs don’t seem to be divided into 1st, 2nd (chair) and 3rd year. The job description is only for the chair and was approved in 2000.
     - The suggested proposed changes to the Conference Planning Committee are thus:
       - 1st year Committee Member - Room Monitors
       - 2nd year - Chair - planning the conference workshops
       - 3rd year - Scholarship Fundraiser
     - Motion to approve the Conference Planning Committee (1st Motion: Laura Panter; 2nd Motion: Jenny Burke); motion carried.
   - 1st VP- Adding Liaison reports/supervision to job description or timeline
     - Change #5 to “Is responsible for the active participation and timely reporting of all committees, serving as their liaison to the Executive Board.”
     - Motion to approve changing the job description (1st Motion: Laura Panter; 2nd Motion: Jenny Burke); motion carried.
   - Motion to approve committee appointments (1st Motion: Jenny Burke; 2nd Motion: Laura Panter); motion carried.

A. Committee Reports
   - **3 Apples Committee Report**
   The 2018 Winners were announced in May:

   NEW YORK - The New York Library Association (NYLA) announced on May 6, the 2018 kids choice 3 Apples Book Award winners. The nominated titles are generated by kids, for kids in three separate categories: Young Reader (UPK - 2nd grade), Children (grades 3-6), and Teen (grades 7-12).
This year, voting on the top fifteen titles in each category took place in school and public libraries across New York State from April 1-30, 2018. Over 75 school and public libraries participated, with over 6000 votes cast during the month by New York State youth.

The 2018 3 Apples Book Award Winners are as follows:

- **Young Reader Category:** The Adventures of Captain Underpants
- **Children's Category:** Diary of a Wimpy Kid, The Long Haul
- **Teen Category:** The Maze Runner

The 3 Apples Book Award Joint Committee is comprised of members from NYLA’s two youth divisions: the Section of School Librarians (SSL) and the Youth Services Section (YSS). For more information about the history of the award, visit [nyla.org/3apples](http://nyla.org/3apples)

Ciro has designed the following poster to be printed. We have been in discussion with Jeremy about moving forward with this. If there are no objections, we will instruct Jeremy to take the $400 from YSS and $400 from SSL and have the posters printed.

- The 3 Apples Committee will need to request an increase of $400, as they currently are only allotted $300 in the budget.
- The board would like for Amanda Schiavulli to give them guidelines for the 3 Apples Committee.
- The Logo for 3 Apples needs to be approved by the YSS board.
- Next year, June 30, the board will be making a decision as to whether to continue with 3 Apples.

**Conference Planning Committee Report**

- Krystina Dipple has gathered all speaker contracts and submitted an RR for Bob Shea’s honorarium ($500).
- Krystina Dipple requested 500 ribbons for the booth at $.21 each.

**YSS Board Meeting**

- Kristina Dipple has been corresponding with Jeremy about holding our YSS Board Meeting on-site at the Hyatt. He doesn’t have specifics for food yet and won’t have it until much closer to the event, but says that a plated meal would be best and he guesses a ballpark price of $35 per person.
- The board meeting will be from 4:30 – 7:30 p.m.
- Kristina Dipple will eventually need to provide Jeremy with the number of people who will attend the meeting.

**Empire State Award Committee Report**

**2018 ESA Business**

- The announcement that Ann M. Martin would be the 2018 ESA recipient was made at the YSS conference in April. Terry Rabideau made the announcement. Bookmarks with information on the ESA and past winners were given out. Unfortunately, leftover bookmarks were misplaced, so more will need to be ordered for the luncheon in November, along with luncheon programs.
- The board suggested that the Marketing Committee do a media post reminding members to nominate someone for the 2020 ESA Award.
Pied Piper Award Committee

- The $200 gift card to Barnes and Nobles was questioned. Some other possibilities were discussed such as doing an Amazon gift card instead or giving a $200 check to the winning library. The board decided it was best to stick with the $200 gift card to Barnes and Noble for now.
- Website needs to be update for the Pied Piper Award.

Marketing Committee Report

Short-term goals:

- Continue posting to Facebook and Twitter. It was noted that Pinterest is slowly getting used more.
- Finalize marketing message on NYLA/YSS to non-members.

Question for the YSS Board:

- Do we want to pursue the idea of a raffle where the winner receives a webinar from a particular organization? Should we be contacting people/organizations to see if they will donate a seat in their paid webinars?
- Laura Panter stated that webinars are free so it doesn’t make sense to do.

- The Marketing Committee thinks professional development could play a real role in bringing new members in. Particularly with the requirement for people who have received their degree relatively recently.

Scholarship Committee Report

- The Scholarship Committee received only one application for the Ann Gibson Scholarship, Jennifer L. Groth.
- 1st Motion: Laura Panter; 2nd Motion: Pat Connor and Liz Anastasi; motion carried for approving Jennifer Groth for the Ann Gibson Scholarship.
- The board would like to lower it to a 12 credit requirement and revamp the submission of it. They would like to approve it for next year so if this could be revamped by Sept. 30, the board could review it at the next board meeting.

B. Liaison reports – CE (Geary), Legislative (Fellows) & Web (Holland), Communications (Brenner) Liaisons

Continuing Education Liaison Report – Carol Greary

- The YSS section sponsored a successful webinar on May 16 from 2-3 PM, “Beyond Bilingual: Making Storytimes Ell-Friendly” with presenters Rachel Payne, Jessica Ralli and Eva Raison.
- The fall webinar is up on the web. It will be promoted through the State Library listserv.
- It was mentioned that we should make sure the newsletter editor includes the webinar advertising.
- 1st Motion: Jenny Burke; 2nd Motion: Liz Anastasi; motion carried to approve the CE Liaison Job Description.

Web Liaison Report

Accomplishments

- Added YSS long range plan to YSS Board and Member Resources, also accessible via the “About YSS” page
- Revamped homepage

Work in Progress

- Clearing out dead pages, consolidating content where appropriate.
Long-term goals
- Work with Kim Hazen to make “Minutes” page functional.
- Work with Lisa Wemett to create “History and Timeline” page.
- Clean up Google Drive

Questions for YSS board
- Any feedback on:
  - Plan to consolidate menus? Laura Panter stated that yes, merge it so there is one menu.
  - Making the “Minutes” page functional? Laura Panter said yes after approved.
  - Revamped homepage?
    - Amy Holland hasn’t received any spring conference materials yet – what’s the protocol for gathering this info? Jenny Burke will email the information.
    - Are there any updates/changes Amy missed? She’s been trying to stay on top of news items, deadlines, etc., but may not catch everything.

YSS Legislative Committee Liaison Report – Mary Fellows
- Mary asked the board if her report was too long and if there are any questions about the legislative year? Everyone agrees that the report is not too long and there are no questions about the legislative year.

New Joint YSS/SSL Task Force
- Constitution of this Task Force was slow for various reasons, but is now complete. Mary is awaiting responses to a scheduling poll and hopes to hold their first meeting by the end of July. YSS and SSL Members are in place for the Task Force.
- Mary is having some trouble contacting the SSL members but will move forward when she can.

Communications
- Nothing to report.

9. Third Year Director Report – Jenny Burke

2018 YSS Conference Follow-Up
- On Friday, April 13, 2018, the Youth Services Section of New York Library Association presented their Annual Spring Conference, Libraries Are For Everyone, in Syracuse, NY at Sheraton Syracuse University Hotel & Conference Center. Over 170 conference attendees, vendors and presenters enjoyed a fun day!
- The 2018 Service Project, a book drive for Upstate Pediatric and Adolescent Center at Golisano Children’s Hospital, was a success with 189 books collected!

2018 YSS Conference Statistics
- Mostly positive feedback
- Main issues were:
  - Hearing Tamora Pierce
  - Parking/Bowling Conference at same time
  - Heat in afternoon

10. Second Year Director’s Report – Liz Anastasi

Updates on YSS Conference Planning Committee 2019:
- Date of 2019 NYLA YSS Spring Conference - Friday, April 26, 2019
- Location: DoubleTree Hotel by Hilton
  - 455 South Broadway, Tarrytown, NY 10591
  - Convenient Location from NYC, Southern NY, Western NY, etc.
- Easy access from Thruway, Tappan Zee/Mario Cuomo Bridge, located close to Tarrytown Train Station, free shuttle to train station, free parking, etc.

- Venue Pricing: Including food, ballroom, breakout rooms, complimentary room suite upgrade for keynote speaker, multiple discounts = ~$84.00 a head or $16,660.35 (based on 200 people)
  - Group Hotel Room Booking = $149.00
  - Discount Room Rate can be extended extra night for Board Members and Leadership Academy attendees coming to town early.

- Keynote and luncheon speakers as well as theme and possible topics for break-out sessions have been discussed. More to be decided fall 2018.
  - Laura Panter said we should nail down the keynote speaker by November for the annual conference.

- YSS Spring 2019 Board Meeting and YSS 2019 Spring Leadership Academy - Greenburgh Public Library has been booked to host these events on April 25, 2019 at no cost. Approximately 15 minute drive from the DoubleTree Hotel to the Greenburgh Public Library.
  - Greenburgh Public Library - 300 Tarrytown Road, Elmsford, NY 10523

- Laura Panter questions whether the cost would be the same for the Spring Conference or whether there will be an increase. Liz Anastasi will get back to Laura on this.

11. **First Year Director’s Report:** Laura Panter gave report for Angela Newman

**NYLA-YSS Booth**
- The booth request has been sent to NYLA; the cost is $350.

**Current inventory**
- Yancey window clings (32)
- Libraries Are For Everyone postcards (43)
- Punk Rock Book Jockey buttons (11)
- Umbrellas (7)
- Mystery grab bags (2)

- The sunglasses didn’t sell well at the spring conference, but NCLS purchased the entire lot from YSS, and as a result, there are none remaining.

- The unexpected winners at the YSS conference booth were the Mystery Grab Bags. Angela still have 2 of those, and we can continue to sell them at $5 a piece.

**Additional merchandise ideas**
- T-shirts
- Enamel pins
- Canvas totes
- PopSockets

- Laura Panter will email Angela and ask her to focus on two merchandise ideas and price them out. We can either have one of the items or both.

- For the raffle baskets Angela Newman could possibly get some baskets donated.

12. **NYS Library Liaison Report:** Sharon Phillips

New York State Library Liaison Report

1. **Ready to Read at New York Libraries**
   - OCLC and WebJunction’s *Supercharged Storytimes for All* program and training opportunity is well underway. 5 trainers (we are down to 4 trainers
now) have completed their participation in the 6-week training session. A “kickoff” webinar will be offered on October 10.

b. **Early Literacy summit** was held on May 10 at Clifton Park-Halfmoon Public Library. Dorothy Stoltz was the keynote speaker (co-author of The Power of Play) and 41 participants attended.

2. **Summer Reading at New York Libraries**
   a. **Official kickoff event for 2018 Libraries Rock!** Was held on June 27 at OCPL Central Library branch in Syracuse. Commissioner Elia spoke and read to a group of students, and Regent Hakanson along with many local, state, and myON representatives were there to support Summer Reading.

   b. **2019 manuals**: Systems have submitted CSLP manual requests for their libraries. Manuals will be shipped in November.

   c. **Summer Reading 2018 final evaluation survey** has a few changes this year and will be sent out to system YS consultants in July. NYLA Sustainability group met in May and has asked for questions to be added to survey on use of purchased incentives.

   d. **Upcoming Summer Reading Themes and Slogans:**
      - 2019: Theme/Space; Slogan/”A Universe of Stories” Artist/Leeza Hernandez.
      - 2020: Theme/Fairytales, Mythology, Fantasy; Slogan/”Imagine Your Story” Artist/LeUyen Pham.
      - 2021: Theme/Animals; Slogan/”Tails and Tales” Artist/Salina Yoon.
      - 2022: Theme/World-Social Justice-Unity-Kindness-Inclusion-Change-Diversity-Equity-Make a difference-Embrace different cultures; Slogan/”All Together Now” Artist/Sophie Blackall.

   a. **Online Registration product update**: Systems Technology Group/READsquared was the successful bidder for the new 5 year contract. Nearly 100 libraries have already signed up. Next summer there will be more features and promotion.

   b. **myON Digital Library/Summer Reading Partnership**: The 41 school library systems and 23 public library systems have all shared generic myON logins with their schools and libraries. They are receiving regular usage reports throughout the summer. Not sure what will happen after Sept. 30 but this may be continued as a free way for vendors to advertise their business.

13. **Unfinished Business** - None

14. **New Business**
   - We discussed the menu for the Ann Gibson Scholarship. It was decided not to focus only on dessert as some people don’t eat sugar.
     - Ideas discussed were:
       - Adding an unlimited soda package at $2.25 per person.
       - 2 platters of Cheese and Crackers
       - 1 platter of Vegetable Crudite
       - Other possibilities were: Pita Chip w/ Dip, Bavarian Pretzels, Meatballs, Artisan-Style Kettle Chips and Assorted Cookies.
   - We also could have a wider variety if we didn’t double the number of platers.
   - Chrissie Morrison will plan and send out to everyone in an e-vote.

15. **Adjournment**
• Motion to adjourn at 2:07 p.m. (1st Motion: Laura Panter; 2nd Motion: Lisa Neuman); motion carried.

**Voting After July 27, 2018 Meeting**

1st Motion: Lisa Neuman; 2nd motion: Kim Hazen; motion carried that the YSS Board Approve Amy Relyea as the 1st year incoming member of the conference planning committee.

1st Motion: Lisa Neuman; 2nd motion; Pat Connor; motion carried to move $100 from the future publications budget line to the 3 Apples budget line. The 3 Apples budget will be $400, for the purpose of making posters.