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New York Library Association

Section of School
Librarians

Empowers certified school librarians to transform teaching and learning.

Minutes: January 12 2019 SSL Board Meeting

Attending: Charlie Kelly, Anne Paulson, Tara Thibault Edmonds, Jill Leinung, Gail Brisson, Jen Cannell, Maureen Squier, Madelyn Hausner, Heather Turner, Sue Kowalski, Sue Polos, Serena Waldron, Mary Beth Farr, Melissa Iamonico, Dawn Pressimone, Michelle Miller, Beth Davis, Arlene LaVerde, Michaela Schied, Annarose Foley, Sara Kelly Johns; Mary Z (remotely)

Called to order at 10:30

- I. Welcome / Approval of Agenda
 - A. Introductions
 - B. Moved: approval of agenda
- II. [Approval of November Minutes](#)
 - A. Moved: Michelle; second: Madelyn APPROVED
 1. (add online vote results to these minutes)
- III. [Treasurer's Report](#)
 - A. Dawn asks: amount in Griggs & Wedge; Anne answers that they are CDs and that those amounts are earning a small amount of interest
 - B. Sue asks that new reimbursement form be sent to Allison to add to website;
 - C. [2018-2019 Budget](#)
 1. Numbers in budget--income is low right now but membership renewals are coming in & the conference will bring in \$
 2. Michelle asks if the move to Syracuse for summer Leadership Institute means that we've lost less \$ than we did when at Cornell; Anne will look at figures from NYLA--will have for May meeting;
 3. **Motion to accept treasurer's report: Micky; Second Annarose; APPROVED**
- IV. [President's Report](#)
 - A. Welcome everyone & thanks for being flexible with the changes to the meeting structure;

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- B. Exec board & committee online meetings have proven productive
- C. Initiative: reaching out to members--Charlie is doing thank you cards via regular mail to members
 - 1. Membership survey--there are people interested in leadership positions--will be reaching out to them;
- D. Ad hoc IFC Reimagining committee--good online meeting;
- E. NYSSBA--has reached out to exhibits chair;
 - 1. Maureen--talked to Deirdre at Superintendent's Association--vendor spots sold out for spring conference but fall conference is bigger--\$1800 for table (includes 6 registrations); We could put in a proposal to present a session
 - a) Sara--even if not everyone attends a session, it would put us in the program & in their awareness;

10:57: Motion to suspend meeting: Anne; Second: Madelyn: APPROVED

11-12: Board Training with Cassie Guthrie. Notes are in a separate document.

12:32: Motion to restart meeting: Anne; Second: Tara; APPROVED

- V. [President Elect's Report](#): Tara Edmonds
 - A. Kudos to Beth for doing so much to support affiliates;
 - B. Working w/ Maureen to support membership
 - C. Job descriptions: Thanks to Sue for her work--it is close to being done but still need to craft some job descriptions
 - D. Policy drafts--needs access to Drive
 - E. Civic Readiness task force: goal is seal of civic readiness for NYS graduates (in ESSA plan); also looking at capstone project or portfolio assessment--civic engagement product; some schools already do this & committee is looking to them as examples.
 - F. NYSUT Library Special Area Committee
 - 1. Susan Polos--union members should ask their local president to support the resolution--exec committee or general membership should approve by February 19. Locals sign on, goes to regional & then to state level; if enough support, will be brought up at the Representative Assembly;
 - 2. Info was sent out but it can be sent out again as a member blast, with action steps clarified; Madelyn points out that it was sent out

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w/ subject line "NYSUT News"--maybe change to "Immediate Action Required"

VI. VP of Communications Report: Heather Turner

- A. Google Photos Folder for Headshots--please add your headshots to the folder
- B. Action Item: Professional Headshots for website--might be helpful to have professional shots; Charlie will ask Jeremy about photographer, pricing, etc. **TABLED PENDING COST INFORMATION--CHARLIE will do so**
- C. Huddle/Board Docs: each \$5000 per year.
 1. Charlie's sense is that Lisa's organization of Google Docs was effective.
 2. There is no motion at this time; Thanks to Heather for bringing us this information.

VII. Old Business

- A. Partnership with SLSA for Reimagined IFC--recommendations from Ad Hoc Task Force

Jen C: recent online meeting re funding for Barbara's work (\$28K); SLSA had agreed to fully fund so that work could start; asked if SSL could provide support, either for Barbara, training, etc.

Option 1: fund IFC

Option 2: fund rollout

Option 3: training

Recommendation: Fund 14K to fund work on reimagined IFC; includes SSL in branding; partnership is important; influences learning/inquiry process.

Sara: practical piece is that supporting the training piece would also be about 14K; Anne points out that we had already budgeted 5K towards this initiative and this increased amount is well within our budget and returns value to our members; our branding on this document will be valuable--can potentially reach all librarians in the state; Maureen points out that we have more than 900 members & \$14K is \$15 per member, and it has a long shelf life,

Motion: Anne: That SSL provide \$14K to support work on the reimagined IFC. Heather seconds.

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Discussion: Arlene--concern is that cost of training will come down to members--would rather have our funding go to training; Michelle--role of SLSA is to be liaison between district librarians and state ed; idea that our professional organization pay for writing these guidelines/benchmarks seems wrong--supports the role of SSL in rolling out training & rollout; Heather--Mary Z (remotely) supports funding the writing; Jen--we need both the document & strong PD behind it. If SLSA fully funds creation, they won't be able to fund training, conferences, etc. Strategic for SSL to fund & brand; Maureen--thinks it is in our charge to have a hand in funding the creation; we will provide training no matter what in order to support & empower librarians; other organizations do work on their own standards (next gen science)--we are the experts; Mickey--pushback from original IFC could have been that it was NYC based; if we fund, it is more of a statewide effort & it will look odd if our name isn't on it; Tara--this is alignment w/ AASL standard, and we'd be following example of our national professional organization; Heather--Mary Z says this shows value to our members; Susan P agrees with Mary Z & Tara

VOTE: 11 aye; opposed: 1 ; 1 abstention MOTION CARRIES

VIII. Conference Planning 2020 & Beyond

A. [2019/2020 Report](#)

1. **Action item: Heather moves that SSL pay for ½ the cost of the CrowdCompass online scheduling app for 2019 & 20 conferences; total is \$3628.80--each year is \$1814.40 Second: Melissa;**
 - a) Discussion: Heather: it has offline scheduling, good for when wifi fails; web-based or phone app; banner for sponsors; easy to use; all session materials & evaluations are on it; CTLE credit--QR code on badges & docents can scan for easier CTLE accounting; very customizable; can stay live for a long time; CNYSL will fund other half or will fund fully if we decline
 - (1) Sue K: good for sustainability goals!
 - (2) Mickey: this isn't same app as previous conference apps? After 2020, should we just consider getting for future conf? Eval after 2020
 - (3) Beth: pay for specific event? Answer: yes
 - (4) Anne: We do have \$1K in that budget line so this represents an increase

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- (5) Mickey: more comfortable saying yes if there is a decrease in other costs in compensation; Heather points out that this app is cheaper than other good options. Most others are \$5K for one event;
- (6) Jen: price is a concern, considering # of attendees; is this sustainable?
- (7) CNYSL has signed contract;
- (8) Annarose: marketing benefit--"nicer" conference feel--details like this matter

VOTE: Aye: 11; opposed: 0; abstain: 2 MOTION CARRIES

2. Theme of 2020 conference: A Vision Beyond

- a) **Heather moves that the 2020 theme be: 2020: A Vision Beyond; second: Annarose**

VOTE: APPROVED unanimously

IX. New Business

A. Approval of financial signatures

- 1. **At online meeting, we approved the financial signatures.**

B. Archival materials and storage

- 1. Anne: two 5-drawer filing cabinets turned up in FEH BOCES office w/ SSL information. NYLA back room has room to house these documents; It is noted that the archives of SSL are housed in the NYLA office. If we have an archivist, they will take charge of this and other materials. Mary Beth--Marcia Eggleston also donated materials to state archives; Michelle--another batch of files was previously stored at NYLA; Beth notes that when Mindy Holland was archivist, there were also files--Beth will see if she can find out where these files are. Anne points out that it would be great to have these digitized at some point; Maureen points out that the Albany library council offers grants for digitization; Mary Beth--state archives will organize & catalog, though Jeremy points out that materials need to be culled & organized before they are sent to state archives--when we have an archivist.

C. Library Advocacy Sponsorship Day

- 1. Charlie: We usually give \$500; Jeremy contacted and suggested that we donate amount based on membership (\$1 per member): we have already spent \$500 on a Bernie Margolis memorial donation; stick to \$500 this year and increase it next year;
- 2. Heather asks that Jill write up an article for the newsletter;

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X. Affiliate Reports – <Action Items Only>

A. [Affiliate Chair Report](#): Beth Davis

1. Beth has prepared a directory of current coordinators & copy of affiliate map.
2. Form to send out to affiliates: Beth asks if anyone knows how to access it. Anne: points to 2012-13 minutes that mention a committee charged with making a re-affiliation form; Michelle has it and can send it to Beth
3. Action Item: How to go changing the map of the affiliates?
 - a) If there is an inactive affiliate, can that area combine with the closest active affiliate? Is there a procedure?
 - b) Heather: CNYSL combined with another group; the last remaining member of the defunct group wrote a check to CNYSL of remaining funds & turned over records;
 - c) Mickey: if group wants to re-activate, what is procedure to notify SSL that they want to become an active affiliate again? Beth: if a large affiliate wants to break into 2, what is the procedure? Regional coordinators need to know procedural details; Anne says any new group would contact SSL
 - d) **Charlie: Michelle will hand off form to Beth; Beth will send to regional reps, who will contact all affiliates in their area and get forms filled out and returned to Beth;**
 - (1) If they don't send back, Charlie will make contact with that affiliate;
 - (2) Going forward, Mickey urges, this procedure needs to be clarified in the bylaws or in policies (affiliate guidelines);
 - (3) Michelle: working on RASL reboot

XI. Committee Reports - <Action Items Only>

A. [3 Apples Award Committee](#) **Action Item: Molly Clark will be stepping down as co-chair and new co-chair needs to be appointed**

1. Heather points out that we have people who expressed interest in becoming involved; Charlie will get in contact with those folks to see if they are interested.
 - a) There is a possibility that Arlene might be interested but she needs to take some time to think about it.
 - b) Jill points out that Molly did a wonderful job resurrecting 3 Apples;

- c) Mickey points out that the 3 Apples website is a bit challenging to use--the process needs to be more user-friendly; Sue K: if Arlene decides to take it on, we should also try to recruit new people--good mentorship possibility. Also, moving forward--if Battle of the Books happens, could it coordinate w/ 3 Apples??
- d) Needs more buzz! Heather points out that 3 Apples should have a table at SSL conference

B. [YSS Liaison Report](#) Action Item: Task Force for YSS SSL Joint Advocacy

1. Mary Fellows joined us; she chairs YSS SSL Joint Advocacy task force to investigate areas of collaboration. Working w/ Susan Polos & Melissa Iamonic; researched w/ stakeholders & decided that this work needs to be a committee--Jeremy suggested being a subcommittee of the Leg Committee; other option was to be a joint committee of YSS/SSL. They explored throughout the fall, talked to both YSS/SSL presidents & Jeremy. There was no clear path, but they recommend that the work continue as a joint committee between YSS/SSL
 - a) Need to build trust between the sections & it is easier to focus on that as a joint committee rather than as a subcommittee of the Leg committee;
 - b) Concerns include the difficulties of working across sections--they recommend that they evaluate the joint committee after 2 years to decide if it is an effective way to do this work, or is there another model;
 - c) 2nd concern: both boards need to recognize that this is an experimental committee--not part of the regular committee structure, but a beta test of a different model;
 - d) Membership & terms:
 - (1) Chairing: co-chairs are difficult & they agreed that the best process is to have 1 chair, but switch from year to year between YSS and SSL; shifting membership
 - (2) Terms: 1 year for chair; 3 years for regular committee members; Legislative committee reps; would have staggered terms if committee continues;
 - (a) Mickey asks--what if legislative reps don't want to be on this committee? Mary answers that it needs to be clear that membership of this committee is part of the leg rep job. Jill: this is key

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to supporting our legislative priority of
maintaining access to school librarians;

- e) Appointments: committee requests that they be allowed input on who is to be part of this initial incarnation of the committee.

Suggested course of action:

Motion: to form committee in 2019 & accept recommendation for chairing, membership, terms; Tara moves to follow suggested course of action; Annarose seconds.

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Now will go to YSS board

- C. [YSS/SSL Advocacy Task Force Report](#) Action Item: Task Force for YSS SSL Joint Advocacy (see above)
1. YSS conference upcoming; Susan urges people to attend.
- D. [Legislative Report](#) Action Item: Virtual Advocacy Day Member Blast and 2020 Census
1. Jill reminds us that virtual advocacy has proven to be effective; has included links on her report;
 2. To think about: 2020 Census--how could schools raise awareness? This is a discussion point to think about. Census will be taken online & ppl should report to a library to take it.
 - a) Concern: If NY underreports on Census, state could lose congressional representation; Jen will be meeting w/ someone from Census Bureau to find out how school librarians can have an impact; Jill wonders if State Ed is involved
 3. Action Item: Payment of App/Online Schedule half cost with CNYS
SEE ABOVE

[Educational Leadership Committee/Institute](#)

- Sara: Lisa P asks that anyone needing a Friday night room at Institute contact her ASAP; Sue asks if we can keep it in the contract (answer: unknown)
- Board meeting will be Thursday evening & Friday;
- Sara has been working with AASL president Catherine Lewis; have tentative sessions scheduled on AASL standards; Breakfast keynote & double program
- Institute: 8/7: Wed at 1:00; full day Thursday, ending at around 3; board meeting to follow after dinner. Barb Stripling is on board with train-the-trainer focus; block of 60 rooms reserved; small increase in food & AV costs;
 - Nerd Camp: 8/6 at Pine Grove MS

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- Dawn: comments from last year about drinking; Jen points out that this comes up every year; Sara says that many people also comment that they like the collegiality; Melissa pointed out that there was a “mandatory shot” moment that made some people uncomfortable; Michelle points out that the selling of the shots for Jim and others feels a little tacky. Sara points out that we can easily drop that aspect; Annarose points out that many people didn’t attend the scholarship auction because it is easier to go out in Syracuse--can we promote the auction in a more holistically friendly way? Mary Z comments that the evening program preceding the auction felt like it was cut off in favor of the auction. Sue wonders if the auction has run its course--Melissa wonders if the auction could be held more like the Knickerbocker auction (throughout the day); Mary Z suggests adding other activities to auction (maker stuff)

XII. Liaison Reports - <Action Items Only>

- A. [AASL Delegate Report](#) Action Items: Job Descriptions/Policy Guidelines -still need some updates (maybe not during the meeting) and Midwinter Affiliate Schedule
 - a. Updated guide: urges people to have a look and update as needed;
 - i. Maureen did a proposed job description for Membership--Sue says to drop it into a Doc and add the link to the chart;
 - ii. Charlie: where will completed doc live? Heather will see that it gets added to the site.
 - iii. Sue: if we have clearer volunteer information available, then we can create a volunteer portal; How to make this info available (format) on the web page, w/ hyperlinks, etc.
 - iv. Sue: AASL Midwinter: Susan P and Tara are going; Sue K can't go; recent conference call--she contributed NYS concerns about certification, jobs; Commendations--she is always looking for input for groups to commend (has to be organization that advances the cause of libraries);
 - v. Reminder to apply for grants (February deadlines)

Michelle: has Sunshine Fund materials from Penny; Sunshine committee did send contribution to American Legion in honor of Stacey Rattner's stepdad; Sunshine will send a condolence card to Kristen M.
Next meeting: Penny will collect for Sunshine Fund

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Beth: Mindy says she handed someone some binders w/ materials (in Long Island)

Announcements:

Susan Polos: Empire State Center for Book NY Writers Hall of Fame: Feb. 7 announcement (Past Knickerbocker winner); celebration in June

Heather: Submit newsletter items! 60% of membership reads it, so submit! Deadline for next one: approx. March, to be out before conference

Conf. registration deadline is Feb 28 for early bird
First 100 registrants get copy of Matt De La Pena's books

Move to adjourn: 3:19

Moved: Melissa

Second: Madelyn

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Respectfully submitted,
Gail Brisson

Actions to be taken by next meeting:

Board members should add headshots to folder; [Google Photos Folder for Headshots](#)

Charlie will ask Jeremy about photographer, pricing, etc. for board headshots.

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