

Youth Services Section
Executive Board Meeting
August 21, 2017

The Executive Board met for the seventh meeting of the 2016-2017 Biennium at Holly Springs Library in Holly Springs at 12 noon. Attending were: Chair Tanika Martin, Vice Chair Meg Smith, Sec/Treasurer Helen Yamamoto, NCCBA Chair Janet West, Director Juli Moore, Director Leslie Schultz, and Past Chair Debbie Shreve.

Agenda

Tanika called the meeting to order at 12:12 p.m. Tanika moved that June minutes be approved, and Helen seconded. The motion passed.

Budget

Helen reported the YSS account balance is \$12,852.53 as of June 30.

NCCBA

Janet reported that NCCBA is in status quo, with not much turnover of board members. There is now a good balance of members from both public and school libraries. The board will be at NCLA.

NCLA

The YSS focus at NCLA will be on expanding membership. **Helen will create a schedule for YSS board members to watch the YSS table**, so we can have personal contact with existing and potential new members. **Juli will reach out to YSS membership and Retreat scholarship recipients to see if they can cover the table while we are in the Kelly Starling Lyons luncheon and the Wine and Cheese event.**

Helen reported that Kim Parrott has approved the YSS collecting funds for new member applications and provided the brochure/application form used by NCLA for us to use at our table. We can turn over funds and applications to Kim at the end of the conference.

Leslie will make a trifold display for our display. The section's gmail drive has photos from our 2016 Retreat for use in the display. **All board members should forward a list of accomplishments and benefits of membership to Leslie by September 15 for inclusion on the display.**

Other suggestions for the display include:

- List of YSS Board members
- Announcement of Maker Kit Grant recipients
- Photos from past YSS events
- YSS recent accomplishments
- Benefits of membership in YSS

Debbie will send Tanika an electronic version of the YSS brochure and Tanika will update it and make copies to hand out at NCLA.

Tanika reported that she had received a selection of books for the membership raffle basket (to be displayed at the YSS table as incentive for joining NCLA—new members or

renewals can enter). **All YSS Board members** will look for additional swag for this basket (vendor gifts, etc.). **Helen** will purchase candy for the YSS information table.

Tanika proposed purchasing an iPad for the NCLA YSS raffle basket this year, along with a book about incorporating technology into programming. Juli seconded, and the motion passed. **Helen** will research book options and purchase the basket supplies, including iPad.

Tanika will send Helen the contract for Kelly Starling Lyons, so **Helen** can request the check. The total contracted amount is \$1,190, with \$595 coming from YSS budget and the remainder coming from the PLS budget.

New Board Members

Jen Dickenson from Polk County and Lisa Donaldson from Henderson County are our new Board members. **Debbie** will send out an email to announce our new Board members.

Once we get the new directors into place, **Tanika** will assign the task of checking YSS email, keeping the YSS email list updated, and filing emails by subject. Kim sends the section's email list out quarterly to the chair.

Debbie will work on updating YSS By-Laws to reflect NCLA guidelines for elections.

Maker Kit Grant

Tanika will request an updated YSS Member contact list from Kim Parrott before we announce the Maker Kit Grant.

Julianne's proposed Maker Kit Grant rubric for proposals was accepted with the following additions:

- Must be a YSS member to apply for Grant
- Questions 6 and 7 from the Lego Grant will be added to the Maker Kit Grant rubric
- Question 6 Maximum Points description should read "Research other ideas for STEM related programs that other library systems are doing. Seek material or financial support from local community businesses or individuals."
- Winners will be required to present at the YSS Retreat in October 2018, with a report due to the Board in September (date TBA)
- Grant will cover Retreat registration fees for Grant winners (one individual per Maker Kit)

Contents of the kits as proposed by Tanika were accepted by the Board, with the stipulation that remaining funds in the Maker Kit Grant budget will go towards Retreat registration costs for Grant winners.

Juli will solicit grant proposals on August 28th, and the Board will follow the following schedule for the grant approval process:

Monday, August 28 – Post grant information/application on NCKids and our NCLAYSS web page/NCLA Calendar of Events, send email notification to YSS member email list

Friday, September 15 – Start selecting winners by email

Monday, October 2 – Notify winners

Thursday, October 19 during YSS Wine and Cheese event – award kits

2018 YSS Retreat

The Board discussed extending the Retreat to 3 days in response to comments from the 2016 Retreat. The discussion culminated in a decision to remain at 2 days, but to lengthen the second day to 3 p.m., instead of noon. We will also lengthen the program idea sharing portion, as requested by 2016 attendees, and possibly offer it around the campfire to provide “down time” and a casual atmosphere.

The Board will also solicit vendors and performers to purchase table space in the hall outside the conference room. This will help increase revenue and expose attendees to new opportunities.

Helen reported that Kim is negotiating with the YMCA Blue Ridge Assembly to get a better price, since several NCLA sections will be using their facilities for events in fall 2018. The YMCA has a previous, tentative booking for the proposed YSS Retreat dates (October 10-12), so Helen will call to find out what other dates are available.

Janet will contact Helen to let her know the dates for the NCSLMA Conference. (NOTE: dates are October 3-4.)

Miscellaneous

Helen will send the Board contact list to the group for review/changes.

Section logos have been made available for marketing and advertising purposes. Helen has digital copies of these.

NCLA Executive Board Meeting

Meg attended the meeting on July 28, 2017, and reported that dues will increase in January, justified by the fact that NCLA dues are currently lower than is typical for other, similar organizations. New dues will remain salary-based.

NCLA is working on streamlining its board. Sections should continue to complete the online form reporting on their activities before each Executive Board Meeting, in the interest of making the meetings more time-efficient.

Change of Meeting Day

The Board unanimously agreed to change the YSS Board Meeting day to quarterly on the second Tuesday of the month.

Tanika will call the State Library of North Carolina to secure a room for the Board's December 12th meeting, with the hope that the new Children's Services Consultant will be in place and will attend.

Adjournment

Tanika proposed adjournment and Helen seconded. The meeting was adjourned at 3 p.m.

Upcoming Meeting Dates:

Meetings are usually held quarterly on the 2nd Tuesday of the month, from 12 to 3 p.m.

October 19 - 4:30-5:30 p.m. YSS Business Meeting, Conference Room 2, Benton Convention Center, Winston-Salem, NC

December 12 – State Library in Raleigh ?

Respectfully submitted
Helen Yamamoto, Secretary Treasurer