

Colorado Association of School Libraries
Retreat
August 1-2, 2002

In attendance 8/1: Dave Sanger, Kim Sutherland, Nance Nassar, Glenda Hawkinson, Jody Gehrig, Karen Kargel, Judy Barnett, Heidi Baker

Meeting was called to order at 9:25 AM. Minutes were approved unanimously. Hawkinson/Sanger. The total transfer to CAL was \$59,100. Portions of the CASL budget request were granted by CAL and supplies and staffing were absorbed in the CAL budget.

Publications: Jody reported from her meeting with *CL* editor Eileen Dumas regarding merging the publications. CASL needs to seek a *Colorado Libraries* column editor and more school librarian book reviewers. Someone should also seek and submit newsletter articles for October 1, December 1, February 1, April 1, and June 1 deadlines. Publishing subcommittee will discuss ideas at this retreat.

Jody will notify Gene that CEMA_Net be disbanded in favor of encouraging members to join Libnet. A final message describing how to do so should be sent to CEMA_Net.

It was suggested to have a volunteer recruitment table at conference taking turns recruiting various volunteers. Judy volunteered to make buttons for the CASL board to wear—"CASL Member: Ask me about being a school librarian."

Regional Directors Reports:

Pathfinder: Kim presented at CSAP @ your library workshop with a varied educational background, but small, audience.

Plains & Peaks: D11 is pushing 'true library' work and moving away from technology with a 3-day summer workshop and job description re-design.

Central: JeffCo is encouraging principals to support school libraries as a result of Power Libraries/Joy and Betty's work.

Arkansas Valley: Dorothy has retired and is taking care of her 90-year-old father, but has sent a letter of resignation for the remainder of her term that expires in 2003. Dave, as Chair-Elect and nominations chair, will recruit a replacement for

State Library Report: Nance distributed packets including current endorsement standards, Power Libraries, Educational Technology workshops and CSAP @ your library standards. This is the only time that the CSAP manual will be printed; a copy will be mailed to each school library. The electronic version is currently resting at www.cemacolorado.org due to the ease of changes for Gene. It can migrate to CAL; Nance will discuss with Gene. Otherwise it will reside at www.cde.state.co.us. The workshops have had an average of 2 dozen attendees. Three CASL board members were presenters at 3 of the 9 workshops. The workshops allowed time for collaboration action planning, lesson planning, and peer-to-peer evaluation. Kim noted that the collaboration concept was more difficult for the paraprofessionals to grasp. Nance noted that most of the materials were geared to the elementary library. Judy noted that New York's quality library program's materials were geared to secondary libraries; this might be something we could modify for Colorado use.

Jody Gehrig, Jody Howard, Lorena Mitchell, Joyce Brooks, Gwen Giddens-Hill and Sue Eckhardt have been working to rewrite the endorsement standards, working on indicators for each skill area.

Concerning Power Libraries, Nance wants to find time to be more involved in collaboration with Betty Bankhead and Joy Van Meter. Educational Technology and Information Literacy Planning Workshops are being planned starting in November, targeted to media specialist/technology teams concerning district plans.

LSTA planning is underway; future grants will be affected.

CAL Report: Heidi explained the operations of the CAL board, staff and committees. The small presence of school representatives at the board meetings is due to a lack of leadership by school media specialists in the divisions, interest groups, and committees. This is a change for CEMA members, who relied upon the board and the conference committee to be CEMA's volunteer corps.

Carol is having back surgery and will be unable to attend the Fall CAL board meetings and conference. Although voting proxies are not currently allowed under the CAL bylaws, Judy will attend in September, Dave in December, and both at the conference meeting. Judy will see if the CAL bylaw change ballot can include allowing proxies.

AASL Affiliate Assembly Report: Betty Bankhead and Judy Barnett represented CASL at several AASL meetings at the ALA conference. Affiliate Assembly brings grassroots concerns to the AASL board for national attention. Betty will be able to bring AASL information back and link CASL to AASL. Her term expires in 2005; we should be seeking her replacement to train and plan for transition to new leaders in Colorado.

They saw the use of a threaded discussion on-line to discuss a particular topic. This might be a replicable idea for schools that might be able to be demonstrated at the conference.

Logo: Judy updated the CEMA logo to say CASL. Move to adopt the new logo and re-adopt the mission statement. Sanger/Sutherland

Goals for 2002-03: Postponed until small group discussions and completion of agenda.

Conference: Heidi distributed registration, hotel, scholarship, and membership forms. CASL's bylaws state that a general membership meeting needs to be held at the annual conference. Jody suggested modeling after AASL to host a 'CASL Celebrates Conference' conference, Keystone, and area overview with vendor door prizes and showcases with introductions of CASL and the officers. This can be scheduled at 8-9AM Friday at the conference.

Jody mentioned the 2-bedroom \$195 rate as the best deal. Conference information is being distributed by Judy Zelenski and CCLS. The conference registration information should go in the August 12 deadline state library packet. Many schools don't have courier, and if information is not labeled for the librarian, it doesn't often get to the library. There needs to be time set aside in the schedule for school credit announcements. Mary Katherine Johnson is chairing the awards committee. Applications for all former CLA/CEMA awards are at www.cal-webs.org. The committee will consolidate awards for 2003.

Does CASL want to set attendance goals? At the last conference 341 of 380 current members attended. CAL's overall goal is to have 800 attendees. One thing regional directors could do is obtain the contact list for all school library professionals from the state and disseminate information to those contacts, or ask regional directors and/or district directors to forward information. Small districts are particularly important, and regional directors should make these contacts to encourage membership and conference

attendance. CASL is currently the largest of the 3 CAL associations, with 350 members. Only 50% of the 1200-person CAL membership is currently a member of any association.

Committees: Membership, Elections, Publications, and Awards need school members. Karen is on the Blue Spruce committee. Janice is co-chairing the Membership committee. Legislative and Intellectual Freedom currently include school members.

Blue Spruce: The award has a new logo and is seeking a host for the website. The voting date is under consideration, but will likely stay at March 1. There is an on-going discussion about the age groups because of the discrepancies in grade-levels of the kid-nominated books.

State Funding Cuts: Judy attended the June CAL retreat regarding state budget cuts. 100% of the Colorado Resource Center funding and employees were lost. RLSS and other libraries are trying to pick up the slack on inter-library loan. Also, \$2 million was cut from state funding to libraries; this significantly impacts small libraries and small districts where the expected \$3,000 made up a goodly portion of their budget. Many libraries purchased databases with this money. CASL might be able to alleviate the loss of funding through other means such as partnering libraries or raising special funds. Those eligible had to participate with Colorado Library Card, have a professional media specialist and a library program, as well as a budget and the funding could not supplant existing funds.

We need to research the list of those who lost funding. Ideas to address the loss of funding and talking points are posted in the legislative section at www.cal-webs.org. CASL's ideas will be discussed during a small group.

Special Programs, i.e. spring workshop: CAL Associations and Divisions may plan to hold Spring workshops, modeled after CLA's practice. This will also allow us to accomplish the goal of performing statewide outreach and more services, particularly if the workshops are located in different areas from year to year. Regional directors can solicit input on a spring weekend workshop. Topics not covered at conference might be covered at the 2003 workshop. A final decision and topic will be selected at the October meeting.

National Board Certification for School Library Media Specialists: Judy received an invitation to attend a Chicago meeting of AASL associate members. This would be an informational meeting about distributing national certification money. Some states and districts have been offering bonuses for nationally certified professionals, although this trend is declining. In order to pay travel expenses for a media specialist, a higher education rep, and an administrator. CASL needs to submit a budget request to CAL for the August 15 meeting and would need to identify potential candidates if some or all of the funds are granted. Move that CASL supports the National Board standards training for up to 3 CASL appointed representatives and that funding from CAL to support the promotion of the effort within Colorado at a requested expense of \$1500, \$500 per person, be requested. Gehrig/Sanger

Elections: Due to the change in election cycle from February to October, the Presidents' positions will be extended for one year. High Plains and Three Rivers regional directors will be elected this year, with Penny and Janice asked to be on the ballot for re-election. The Arkansas Valley position will be appointed for the remaining year of Dorothy's term. The board will seek to appoint someone to fill Jody's role informally. Several suggestions, including Power Libraries, were offered. President-Elect, Secretary, Central and Arkansas Valley positions will be elected in 2003, and we should be seeking members to fill these positions. Dave, as chair of the CASL Nominations Committee, will first seek a

replacement for Arkansas Valley and confirm that Penny and Janice will agree to be elected for full terms. Judy will notify CAL of the 2002 ballot selections by August 2.

Meeting Dates: Saturday, October 19, 7:30AM at conference over breakfast
Saturday, February 1; 10-2, location TBD
Tentative Spring Workshop in late April i.e. 18-19
Suggested Retreat dates: July 31-August 1

Policies & Procedures: The board reviewed and updated the policies. An e-mail vote on the final policies will be taken.

August 2

In attendance: Dave Sanger, Kim Sutherland, Nance Nassar, Glenda Hawkinson, Judy Barnett, Heidi Baker

Publications: There is a need to fill several roles—a column editor for *School Line* in *Colorado Libraries* with the next deadline of August 15 and subsequent deadlines of November 15, February 15 and May 15, and a contributor/solicitor for CAL Newsletter with the next deadline of October 1. In addition, CASL representatives are needed on the Publications Committee. These roles are not mutually exclusive; it was determined that at least 2 volunteers are needed to fill these roles.

Regional Directors: After reading the job descriptions from the past three years which seem very similar, it was decided that Dave will consolidate the job descriptions. It is to be suggested to the Membership Committee and the CAL board that those who join in October 2002 should have memberships extended through the end of 2003. Member rates for conference are \$65, non-members \$100. At these rates, it is more reasonable for those with salaries over \$20,000 to attend conference as a non-member, from a strictly financial standpoint. Extending membership rates through 2003 makes conference registration at member rates for 2 years a value. In order to promote membership and conference registration among CASL members, it is suggested that any conference registration that is accompanied by a membership form is recognized as a member through the end of 2003. This is actually a recurring problem because of new school librarians starting in August. Dave suggested that this benefit be extended in the future for first-time members. Another value is that conference registration, albeit not including meals, is less expensive than it has been for CEMA conferences. Judy will attend the August 15 CAL board meeting to discuss this change.

Several hundred CEMA members have not been invited to renew because they did not renew in conjunction with the CEMA conference, nor did they receive a CAL renewal notice after the March 15 merger. There will be an ongoing need for regional directors to have lists of members and non-renewed members in their RLSS area.

CASL Celebrates Conference: Taking the place of a traditional business meeting and modeled after AASL's conference overview meant for new attendees, CASL will host an information forum designed to market CASL as well as provide general information about the conference, the resort and the area on Friday morning from 8-9. Final preparations will be made in Judy's condo on Thursday night.

- Door prizes from school vendors or regional specialists with two-part raffle tickets/competitions for most attendees from a region, original CASL members, farthest traveled; each board member will solicit and bring a prize to the conference
- CASL stickers or ribbons

- Board wears buttons—Judy will make
- Poster of sessions of interest to schools—Judy and Glenda will prepare
- Resource sharing posters: ideas to make up for lost funds, where are public databases located...What do you need? What do you have? Although these will be part of CASL Celebrates Conference, they can be moved on easels to be displayed throughout conference.
- Membership recruitment—need form?
- Volunteer positions open for CASL members—need form; invite CAL committee chairs
- Drawing for old computer
- Solicit ideas for spring workshop and 2003 as well as stories about funding cuts and other submissions for CAL News—need forms or table with laptop; Judy will circulate a draft form
- Wear tiaras, foil halos, or hats

AGENDA:

- Meet the CASL officers
- CASL Year in Review
- Local arrangements chair, Kim and Keystone representatives
- Introduce CAL committee chairs, including Jody Howard from legislative

State Library Funding: Need to collect real stories about impact of funding cuts; this can be done at the conference session. These stories can be used in future newsletter articles, displayed at conference, posted to the CAL website, etc.

What can CASL do to provide support for those who were impacted by funding?

- Support restoration of funding
- Sample letters to constituents and school administrators
- Somehow pair large libraries with those who lost funding, i.e. more resource sharing (Although it was determined that database licenses and public resources would be difficult to share outside of a district.)

The retreat was adjourned at 11:00 AM. Judy thanked everyone for attending.