

## WLA Support Staff and Circulation Services Section

### Board Meeting Minutes

Wednesday, January 31, 2018

2:00 p.m. – 3:00 p.m.

GoToMeeting

#### I. Call to order

- The meeting was called to order at 2:01 p.m.

#### II. Roll call

- Present: Nic Ashman, Sam Vogel, Brendan Faherty, Crystal Schmidt, Jen Cook
- Excused: Michelle Dennis, Paula Stanton, Chris Kalupa

#### III. Approval of minutes from last meeting

- The minutes were approved.

#### IV. Open Issues

- 2018 SSCS Conference
  - Location
    - This year's conference is at UW-Baraboo/Sauk County in Baraboo, WI on Thursday, May 24<sup>th</sup>. We will be using 2 classrooms, a lecture hall (for keynote) and a commons area (for lunch). The rooms are fully equipped with audio/visual equipment.
  - Budget
    - We should be under budget for the conference.
  - Catering
    - We are using Elite Catering for the conference. Their website is <http://www.elitecatering.info/>.
    - The board has chosen the Deluxe Continental Breakfast Buffet at \$6.95 per person and Boxed Lunches at \$8.50 per person.
    - There is still \$210.00 left. This will go towards snacks from the caterer.
  - Keynote/Theme
    - Our Keynote Speaker is Tracy Herold, Director of Dane County Library Service.
    - The Board will decide a theme for the conference once there are more sessions planned.
  - Programs/Speakers
    - Brendan sent out a call for programs. The soft deadline for proposals is April 6<sup>th</sup>.
    - Some staff from Middleton Library are putting together a session for the conference.

- The board should continue to think of people that may be interested in presenting at the conference and reach out to them.
- The call for programs is also posted on the SSCS Conference page of the WLA website.
- Registration
  - The conference prices will be the same as last year:  
Student - \$30.00  
WLA Member - \$60.00  
Non-WLA Member - \$100.00
  - This is also listed on the SSCS Conference page.
- Paralibrarian Award
  - Brendan was able to edit last year's announcement of the Paralibrarian Award and sent it out to the SSCS membership. The deadline for nominations is Friday, March 16<sup>th</sup>.

#### **V. Other**

- Jen Cook is the SSCS-WLA liaison and has asked SSCS board members to send her anything that should go to the WLA Board meetings. Her e-mail is [jcook34@cvtc.edu](mailto:jcook34@cvtc.edu).
- Sam will add further information to the conference webpage as it becomes available.

#### **VI. Next Meeting**

- The next meeting is on Friday, March 16<sup>th</sup> at 10:00 a.m. This will be the board's site visit at UW-Baraboo/Sauk County.

#### **VII. Adjournment**

- The meeting was adjourned at 2:20 p.m.