Meeting Minutes, Aug 8, 2016
Children’s Services Division, Maryland Library Association
Edgewater Library, 25 Stepneys Ln, Edgewater, MD 21037

- Introductions: Conni Strittmatter, HCPL, Vice President; Jess Crutchley, BCPL, President; Carrie Sanders, DLDS; Allison Maricle, AACPL; Elaine Conway, QAC; Liz Saniga, AACPL; Jill Hutchison, SMCL, Secretary; Christine Felix, MCPL; Joe Farmarco, BCPL; Sophia VanSchaick, HCPL
- Approval of minutes- corrected 2 misspellings, then approved.
- Action item follow-up
  - Conni- schedule remaining Blue Crab social media posts- 1st two categories done, remaining 2 categories to be done this week and next
  - Conni- post for for call for proposals for Annual 17- DONE, responses starting to come in
  - Eileen- place a “Save the Date” for Kids Are Customers in the next MLA Happenings- DONE
  - Eileen- send Jill the specific BEST sessions/ book lists that still need facilitators- Not done
  - Bethany- continue working w/ CSD officers to update Blue Crab Committee annual timeline.- ongoing
  - Bethany- work on getting Blue Crab Committee info/ call for members into the main annual meeting of MASL (October?)- In progress- has contacted MASL, waiting for response or will follow up if none received soon.
  - Rachel- check with Jessica Brown if she knows the location of the Blue Crab plaques- Jessica Brown does not know.
  - Jess & Joe- book rooms at Owings Mills Lib/ CCBC for Kids are Customers breakout sessions- DONE
  - Jess- make suggestion at MLA Exec board meeting that each division make “what we’re all about” document for current and potential members- No opportunity at July Exec Board mtg, will bring up at Sept Exec Board mtg
  - Jess- draft a division work plan for approval at August meeting, to take to Exec Board by Sept- in progress, for discussion later in mtg
  - Jess- make strong recommendation at Exec Board that MLA get an electronic credit-card processing method, such as a “square” for iOS devices.- no opportunity in July, will bring up in Sept
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- Jess- Order books for KAC sale from Frederick Barnes & Noble- in progress, has contacted B&N, waiting for proposal/estimate from them
- Jess- Book block of hotel rooms at Hilton near KAC- In progress, need to sign & return contract to hotel.
- Jess- Finalize KAC catering contract (after program approval rec’d)- in progress, waiting for MLA office to process payment
- Jess- Ask KAC Stop-Motion presenters about having participants “bring own devices” for session- not yet
- Jess- discuss w/ Sophia VanSchaik & Sara Showe re: changing their proposed Southern/Western sessions into a webinar (Sophia) and an Annual session (Sara).- Done- all presenters are fine with this change.
- Jess- make scheduling arrangements for January 2017 meeting at MLA office (hybrid in-person/online)- Done; we need to decide between Google Hangout & Blackboard for format
- Jess- share idea of “What CSD’s all about” document w/ other division leaders at next Exec Board Meeting- no time at July Exec mtg, will bring up in Sept
- Jess & Jill- make Participation survey draft into a Google Form, have it up by August, promote at BEST & KAC- in draft form, needs slight editing & formatting.
- Jess & Jill Come up with a prize for the survey so we can let people enter their contact info at end to win- winner’s choice of Panera or iTunes gift card for $25, donated by Jill.
- Jill- design tickets for KAC breakout sessions (after rooms confirmed)- not yet
- Jill- format a version of the “What’s CSD About” document as a brochure- in progress
- Jill- have “What’s CSD About” document added to MLA website- not yet
- Jill- Contact E. Virjan re: travel arrangements, and ask her which books to buy for signing/sale at KAC- DONE
- Jill- Prep info sheet for KAC participants (include driving directions & ATM location for those who need cash for book sale)- not yet
- Jill- Put out call for KAC room hosts, registration table, & book sale-was waiting for registration to be ready, will do this week
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- Jill - put call for specific BEST facilitators out to members and post on FB - no, b/c did not hear from Eileen
- Jill - ask webmaster to update Blue Crab page on MLA website w/ current committee members - done
- Jill - check w/ Bethany for approval, make a Google Form to replace old recommendation form on Blue Crab page, then ask webmaster to take down old form and put up link to new Google Form instead - done

- President’s Report: July Exec Board meeting was mostly training, discussion of MLA finances. No opportunity for Jess to introduce CSD’s items for discussion, but she’ll do so in Sept meeting
  - Work Plan due to MLA by Sept. Jess distributed draft of work plan for discussion and approval.
  - Nominations for officers are due in Oct - everyone be thinking about whether they would like to be nominated, and for what role

- Program Planning
  - Kids are Customers: Mostly all set, some paperwork and final details to be finalized
    - Joe will provide the best driving, parking, and room-finding directions to Jill, for inclusion in participants’ info packet
    - Joe will check on building entry time for setup
    - Jill will put out registration info on MARYLIB, to CSD membership, etc.
    - Jill will call for volunteers for setup, registration, book sale, breakout session room hosts, and cleanup
  - BEST: Eileen not present, we’re assuming it’s all set to go, but Jill will follow up to make sure.
  - Southern/Western: No new updates from Jess. Locations and dates set. Need presenters.
    - Conni rec’d one proposal for MLA annual that may be suitable for Southern/Western. It’s on rejuvenating/ rebooting Summer Reading w/ focus on small libraries.
Idea - training on trauma/ adverse childhood events, combined with English-language-learning communities; theme = underserved communities.

- Elaine Conway recently attended an excellent training on working with ELL (specifically Latino) communities presented by Ready At Five. She will provide contact info for follow-up.
- Jill will look for speakers on Trauma-informed Practice & Adverse Childhood Events

MLA Annual Conference

- Theme is “charting new courses together”
- Question from Conni to group: what are the most important topics that we want our programs need to cover at MLA?
  - Elaine shared that the most-useful and most-successful sessions she attended at MLA 2016 were the group-discussion/collaborative style vs. lecture-style presentations
  - Comic-Cons in libraries panel (joint program with TIG)
  - Accessibility and sensory-friendly practices in all programs
  - Finding and partnering with program presenters from outside the library-panel w/ group discussions- Jill from St. Mary’s & Elaine from Queen Anne’s will check w/ their leadership about participating. Maybe Charles Co also? Put out call for other panel participants.
  - Prince George’s County report on LINK? What did they see in the 1st full year of the program?
  - School partnerships in general- esp. Around student cards.
  - We received a proposal for an MLA session from LEGO Education on what they have to offer to libraries. Question: are we ok with this being a sales pitch? - We are uncomfortable sponsoring this, but Conni will suggest to MLA conference committee that they offer the option of scheduled vendor presentations, in the Vendor area or in the uncommons
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- Local author speakers’ association would like to do a showcase presentation in which the different authors/illustrators talk about what they offer for school and library visits, give out literature, etc. We’ll encourage them to fill out the proposal form and we’ll consider it.

- Blue Crab
  - Committee Progress: Bethany not present, but she emailed this info:
    - We have begun to review titles and will be meeting again on August 15th at Rosedale. I will need information from MLA on how to use Blackboard for our virtual meeting at the end of October. I have sent an email to the MALS Communications Chair about promoting Blue Crab Committee at their conference. Have not heard back but will follow up in the next few weeks.
    - New book-nomination Google form is live, linked from Blue Crab page on the MLA website. We’ll share on social media; everyone please also share w/ colleagues & encourage them to nominate great books they read.
    - Award plaques have not been located. We’re giving them up for lost and switching to paper certificates for winners/honorees who speak at CSD or MLA events.

- Old Business
  - Social Media- Keep liking & sharing on our page and group!
    - Conni making a draft social media posting calendar for approval at Sept. meeting
  - Newsletter- Summer issue went out in July, next is end of Sept/early Oct. Send good things to Sophia! Encourage colleagues to contribute! Fall submission deadline is Sept 16.
  - “What CSD’s All About” document- still in progress.
  - Participation survey ideas/progress- draft of Google Form is created, needs to have questions re-ordered & formatting made pretty

- New Business
  - Local chapter of Storytime Underground! Jill has taken over as leader of the MD/VA/DC chapter of Storytime Underground. Given the large geographic
spread of the chapter, it will mostly be virtual with occasional meetups tagged onto other events that would attract children’s librarians. If you are interested or have ideas, join the FB page for the group and share!

- MD STEM Festival- Carrie wants to make sure it’s on all of our radar
  - The link to submit programs to be listed as part of the Festival is now live on the website- please submit your programs!
  - Conni asked if all programs that are part of the Festival need to include MD STEM Festival in the title and/or description? Carrie will check and let us know.

- Monthly Sharing Topic- Share your best or newest ideas for collaborating with schools!
  - Jess- Local HS Football team presented a program at her branch, using the library’s materials. Librarian did 2 trainings with them, one at library & 1 at football practice to prepare them for how to lead it. Included stations and an obstacle course for the kids. It was a big hit!
  - Carrie- when she was a school librarian, worked w/ public library on a grant to bring in an author to speak at a school for 6th graders in the afternoon, then at the public library for all ages in the evening. Also in an urban school system, to meet Title I requirements for family reading nights, they always had the public libraries to participate with info tables, program materials, and library card signups.
  - Allison- a page is a member of the high school tech-theater group, and they had the tech theater group come and do the branch decorations for Summer Reading.
  - Elaine- create a program at your library that compliments projects or topics being covered in school. She’s going to focus on tie ins to units for 4th and 5th grade to try to counter-act the sharp drop-off in library program participation at this age.
  - Liz- hosts a first grade field trip to coincide with their unit on libraries and how to treat books. Consists of tour, storytime, and getting a library card.
  - Jill- Kids’ Cards
  - Sophia- Bel Air Branch presents to Bel Air High class on how to do storytime
  - Conni- A branch in her system had bilingual storytimes presented by French and Spanish Honor Societies from their nearby schools. It was an “extra” program,
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held on library floor, rather than replacing a regularly scheduled storytime. Her system gave 2 free summer reading t-shirts to each school for them to use as they wished to promote the program. Harford Library Hacks- online scavenger hunt for students to be oriented to library databases. 1 question per database highlighted. It’s a partnership between the library, public school and community college. Students get a small prize for completion and entry into drawings for big prizes.

○ Next month’s topic: share about a great presenter you recommend for next year’s Summer Reading Program!

● Go ‘Round- Share anything of interest from your library’s youth-services
  ○ Joe- Howard County Cultural Arts Showcase is coming up! Fri Oct 14 in Ellicott City. http://hocoarts.org is the website to register. Youth Services staff can shop for performers and presenters. (Joe will send info to Jill to share w/ members by email & social media)
  ○ Conni- Havre de Grace’s renovated library has now opened and has Schooner’s Cove early learning area (similar to Storyville). Bel Air’s children’s dept has been under renovation since April, and will be reopened soon as a themed space that looks like an old-fashioned small town. Will include a park, a general store, and a blacksmith/livery.

Action Items from this meeting:
Carrie- check with organizers of MD STEM Festival about whether programs associated with it need to have "MD STEM Festival" in name or description.
Elaine- talk with superiors about Queen Anne’s participating on panel about finding and working with "outside" program presenters for MLA Annual
Elaine- send Jess (jcrutchley@bcpl.net) info on presenters from recent training on English Language Learners as possible session for Southern/Western
Joe- provide the best driving, parking, and room-finding directions for KAC to Jill at mlachildrens@gmail.com, for inclusion in participants’ info packet
Joe- check on building entry time for KAC setup
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Conni - reply to LEGO Education and Author/Illustrators’ group about their interest in presenting at MLA Annual- no to LEGO (but encourage Conference Committee to consider scheduling vendor presentations), encourage author/illustrator group to submit proposal

Conni - suggest to MLA Conference Committee that they allow scheduled Vendor presentations on vendor floor or in uncommons, and print/post the schedule for conference attendees. Example would be LEGO education group.

Conni - make draft social media calendar for discussion and approval at Sept meeting

Conni - post last 2 categories of Blue Crab winners & honors to Facebook page

Jess - make changes discussed to our division work plan; present to Exec Board at Sept. meeting

Jess - ask presenters for Stop-Motion session at KAC about having participants bring own devices as way to increase session size limit- if this is ok, get device specs and app downloading instructions to share with participants ahead of time

Jess & Jill - finish editing & formatting Google Form of participation survey

Jill - design tickets for KAC breakout sessions (after rooms confirmed)

Jill - format a version of the “What’s CSD About” document as a brochure

Jill - have “What’s CSD About” document added to MLA website

Jill - Prep info sheet for KAC participants (include driving directions & ATM location for those who need cash for book sale)- need directions from Joe 1st

Jill - send KAC registration info to MARYLIB, to CSD membership, on FaceBook etc.

Jill - call for volunteers for KAC setup, registration, book sale, breakout session room hosts, and cleanup

Jill - check w/ Eileen if anything still needed for BEST

Jill - research possible presenters on trauma-informed practice and Adverse Childhood Events for Southern/Western

Jill - talk with superiors about St. Mary’s participating on panel about finding and working with "outside” program presenters for MLA Annual

Jill - create Blue Crab Award certificate for Emma Virjan at KAC

Jill - share info about Howard County Cultural Arts Showcase with CSD members via email, and on Faceboook