

LTLA Executive Board Meeting
January 30, 2018
Online Meeting Using Free Conference Call

I. Call to Order/Welcome

* Meeting began at 2:30 and was presided over by Lora Lathrop. Secretary Grant Rome called roll for attendance.

II. Attendance

| School | Adults | Students |
|------------------------|--------|----------|
| Caddo Magnet High | 1 | 0 |
| Central Private School | 1 | 4 |
| DeQuincy High | 0 | 0 |
| Edgar Martin Middle | 1 | 3 |
| Episcopal Day School | 1 | 5 |
| Good Hope Middle | 0 | 0 |
| Hathaway High | 1 | 3 |
| Lacassine High | 1 | 3 |
| Mansfield High | 1 | 1 |
| Maurepas High | 1 | 2 |
| Welsh High | 0 | 0 |
| West Feliciana High | 0 | 1 |
| West Feliciana Middle | 1 | 5 |
| Zachary High | 1 | 3 |

III. Minutes from Last Meeting

The minutes were emailed and approved online after the 1st Executive Board meeting. Mrs. Clemmons put them on the website. Cardell Smith made a motion to dispense with the reading of the minutes. It was seconded by Josie D'Aquila and motion carried.

IV. Officer Reports

Parliamentarian- Gabi Mire - Edgar Martin Middle

I will do my very best to keep our meetings running smoothly and efficiently. Also, I will take rather detailed notes of any motions made and who seconded them.

Historian- Natalie Clemmons - Lacassine High School

I have been working on the LTLA State Electronic Scrapbook. I ask that schools continue to place their pictures in the drop box or send them to me (designsbynatalie02@gmail.com). I will also need a screen at convention. Does anyone have a screen we can use?

Discussion: Zachary High offered to bring a screen.

Reporter- Shelby Dronet - Hathaway High School

I created and published the first LTLA newsletters after the last Executive Board Meeting. I hope everyone enjoyed reading it and found it informative.

I will begin working on the second newsletter after the Second Executive Board Meeting on Monday, January 29. Please contact my advisor, Mrs. Glenda Granger – glenda.granger@jdpsbk12.org if you would like to add anything about your committee or club activities to this newsletter.

Treasurer- Jov Sutton - Zachary High

| Treasurer's Report | | |
|---|------------|-------------------|
| 2017-18 | | |
| July 1, 2017 - December 31, 2017 | | |
| Balance-6/30/17 | | \$5,150.81 |
| Income: | | |
| Grant | \$2,500.00 | |
| Dues-Bishop Noland EDS | 120.00 | |
| Dues-Caddo Magnet HS | 60.00 | |
| Dues-Dequincy HS | 175.00 | |
| Dues-Edgar Martin MS | 245.00 | |
| Dues-Hathaway HS | 175.00 | |
| Dues-Lacassine HS | 20.00 | |
| Dues-Mansfield HS | 20.00 | |
| Dues-Maurepas HS | 50.00 | |
| Dues-North Desoto HS | 25.00 | |
| Dues-WFeliciana MS | 200.00 | |
| Dues-Zachary HS | 50.00 | |
| Total Income | | \$3,640.00 |
| Expenses: | | |
| Deposit-DJ | \$273.00 | |
| Total Expenses | | 273.00 |
| Balance | | \$8,517.81 |
| Notes: | | |
| Deposited Dues from Central Private S, | | |
| Good HopeMS & Welsh HS-\$355-1/23/18. | | |
| Balance as of 1/25/18 is \$8,872.81. | | |
| Submitted by Joy Sutton, LTLA Treasurer-1/30/18 | | |

Vice President- Allyson Adams - Mansfield High

- Angela Germany said that she would be attending.
- Susan Gauthier said that she would be attending.
- Rebecca Hamilton said she would be attending.
- Patricia Brown said she would be attending.
- Landon Scriber said that the Highs and Lows will be attending.
- I have written out my introduction for our speaker and I am getting it proofread.

V. Committee Reports**Book Discussion, Jr. - Josie D'Aquilla and Caylen DeLaney - West Feliciana MS**

We are excited to host the annual Junior High Ice Breaker Book Discussion! Sponsors, please make sure that you have a chaperone attend the event in case we need some adult assistance. Reassure your students that they don't have to read all of the books on the LYRC list. (Remember that we are not discussing the books *Charlie and the Grandmothers* or *5 to 1*.) The more they read the better. Our activities simply spotlight the books and allow us an opportunity to get to know each other. Hopefully, students will leave the discussion wanting to read more books from the list and they will have made a new friend from another school!

Book Discussion, Sr.- Samuel McGahan - DeQuincy High

We have fabricated a total of one hundred questions pertaining to the ten books that are to be discussed during the book discussion. These questions are directly related to their respective books while also allowing the participants to give their own insight and relate to the books and other participating members. The discussion will be conducted in a fashion similar to speed dating. An officer or DeQuincy Library Club member will be in charge of the participating members who will be split into smaller, diverse teams. The team leaders will read a question and the participants will each be allotted a small amount of time to share their answers. The overall monitor will manage the time and call for the members to switch turns and switch seats. It will continue in this fashion until all the questions have been asked or until the time runs out. We believe this will also provide a much greater amount of socialization between all of the clubs.

Book Sale- Annie Hachtel, Addison Kay, Ella Mulhearn- Episcopal Day School

We are continuing to work with the Baton Rouge region representative in order for our school to host the fair. It appears we are confirmed to host. We are currently working with Scholastic to provide us with two of the author's books: *Hate List* and *How Lunchbox Jones Saved Me*. Once we know, we will let everyone know what the presale price is.

Bookmark, Jr.- Kennedy Mallett- Welsh High

- no report sent

Bookmark, Sr.- Victoria Langley- Edgar Martin Middle

- no report sent

Bulletin Board, Jr.- Cassidy Conner- Welsh High

- no report sent

Bulletin Board, Sr.- VACANT COMMITTEE (offered to Mansfield High)

Costume Contest- Claire Posey- Edgar Martin Middle

After meeting with you all last December, we are glad to say that our requests have been approved. Costume contest numbers will be distributed at the registration of conference, meaning all contestants will get them beforehand. Those participating in the contest may only enter one category, either individual or group. All participants will say their own name and costume name before going on stage. These changes will allow for the costume contest to run a lot smoother than last years! We thank you for understanding and accepting these changes.

Dance/Dance Contest- Addison Juneau and Sidney Laney - Central Private

We have secured a DJ for the dance. We will request the check for the balance of the DJ's cost. We will register contestants before the dance begins. We will acquire the judges needed for this contest and present the winners at the author's luncheon.

Decorations- Skylar Henry - Hathaway High

We have already begun making centerpieces and backdrop for this year's convention. Our club will be responsible for decorating the front lobby, stage area, and tables for banquet. We are very mindful of the budget issue and will submit bills at convention. We will try to keep cost under \$100.00.

Door Prizes- Akira Grant - Zachary High

As Door Prize Committee Chair, I asked that all clubs bring a prize for a student for \$10 or less. We have obtained a few student gifts and some adult gifts that were donated. We will choose our winners by calling numbers at random that correspond with the numbers on every attendee's name tag. We are asking that time to call door prizes be scheduled into our program as finding time for it proved to be a challenge last conference.

Drawing Contest- Anna Kate Hankins and Haleigh Jackson - Episcopal Day School

We have taken our supplies out of storage and are counting to make sure we have enough for participating schools. We are encouraging every school to participate. Just a reminder that only 3 people can be on a team. Each team is given 45 minutes to illustrate a topic decided upon by the committee.

Giveaways- Anna Kate Holmes - West Feliciana High

- No report received

Hospitality- Cassie Wesley- Maurepas High School

All the preparations for the Hospitality Committee are in place. We are in the process of purchasing or have already purchased gifts for each guest speaker, workshop leader, state officer and the out-going Student Relations chair. I have emailed a list of everyone who should receive a gift to all library club sponsors.

Nominating-Cardell Smith and Anna Rea - West Feliciana MS

We emailed sponsors a few weeks ago to make them aware that we were looking for officer nominations for next year. A link to an electronic nomination form was included. We are pleased to say that we have a nomination for EVERY office for next year! Since no one who submitted a nomination wanted the same position, we are able to fill every role without campaign or election sessions needed.

Registration- Marissa Welch- Caddo Magnet High School

Hotel Forms - long story, but I think the forms are correct now in the Google Drive folder. Please do make a copy of the file so that you can edit individually. Or download them. Otherwise, everyone will be writing over everyone else's information.

Registration Forms - if possible, please send electronically. If you can check the registration folder after you send in your forms to make sure I transferred your information correctly.

Payment - I will be working with Christina Knight to make sure all conventioners are paid members, as well as that all reg fees have been remitted correctly.

Ribbons - ordering ribbons soon. I'm drafting a doc in the public registration folder so people who get ribbons can verify my purchases.

Scavenger Hunt- Claire Smith and Matthew Broxson- DeQuincy High

We have taken great measures to assure that the quality of the scavenger hunt is just as interesting and just as challenging as it has ever been. We've been careful and thorough to make the scavenger hunt challenging while also understandable so that everyone may participate. Those taking part in the hunt will be tasked with finding other people with certain talents or experiences. This will allow everyone a chance to better mingle with others outside of their individual clubs.

Scrapbook, Jr- Lauryn Simmons- Hathaway High School

I have read the responsibilities in the handbook and will make sure all tasks are ready for convention.

Scrapbook, Sr.- Nolan McDonald and Zacc Landry- Central Private Middle School

We will fulfill our duties at convention by acquiring the three judges needed for this contest and facilitating the contest during convention. We will present the winners at the author's luncheon.

Social Games- Hannah Fruge- Lacassine High

My name is Hannah Fruge, and I am the new chair for social games. I am researching games that we can play during the dance. We will also be bringing 3 HEDBANZ games, UNO cards, and several other board-type games.

Talent Show- Zoe Waguespack and Sydni Walker- Lacassine High

My name is Zoe Waguespack, and I am one of the new chairs responsible for the talent show. Mrs. Arabie has emailed entry forms to each club. We have gotten one response so far. The due

date to enter is Friday, February 16th. After that date, Sydni and I will create a script for those participating in the talent show. We will also introduce each act.

T-shirt, Jr.- Christianna Hilliard- Zachary High School

The T-shirt Committee invites all clubs to participate in the t-shirt contest. We look forward to seeing everyone's unique design! Guidelines outlined in the LTLA Handbook will be followed.

T-shirt Sr.- VACANT COMMITTEE (Offered to Mansfield High)

Wes Smith Essay Contest- Mary-Hannah Varnado and Sarah Israel- Central Private

We are pleased to serve as Wes Smith Essay chairmen. We have received 14 essays in the Senior Division and 7 essays in the Junior Division. We have secured a judge for the contest. Our club will be giving her a \$25 gift card. We will announce the winners at convention. We have one concern: Several essays that were submitted were over the 500 words. If an essay is too long or too short should we disqualify it?

Please note one of our chairmen has changed since last Executive Board Meeting.

VI. Website and Handbook Coordinator- Mrs. Paula Clemmons

The website has been updated in regard to the following: newly revised handbook, and convention information including our featured author. Please let me know if you have any comments, edits, or changes.

VII. Hotel/Convention Center Liaison- Mrs. Janet Lathrop

I spoke with our Sales Rep at the Baymont, Ericka Young, during the holidays. She asked that we be sure to send rooming lists, payment, and tax exempt forms to the Baymont by February 11th.

Please look at your convention responsibilities to make sure that you have the room, supplies, and equipment that you need. I will send out a draft of the Convention Center Needs List (that I give to the convention center staff) so you can ensure that we have all that you require. If you liked things from last year and don't make any suggestions, I will keep the arrangements as they were.

VIII. Student Relations Chairman- Mrs. Renee Martin

I recently represented LTLA at an Executive Board meeting for LASL during their winter summit. I am pleased to announce that LASL will once again be hosting an author luncheon at LLA and that the LTLA President will be asked to bring greetings from our organization.

Planning is well under way for convention. Officers and committee chairs are working hard to make this a great convention.

I respectfully ask that all sponsors, officers, and committee chairs look over their responsibilities in the LTLA Handbook to ensure that convention activities run smoothly. Please check your email regularly and feel free to call or email me if you have any questions or concerns.

I will need a list of all senior members of LTLA that will be attending convention so that they can be recognized during the luncheon. In the past we have given them a token of recognition – I would like to order blue and white graduation cords that members can wear during their ceremony in May.

We will have a visiting teacher from Cedar Creek School in Ruston. She will attend convention and see what we are about and if LTLA is a good fit for her reading club, she will partner with her librarian and join LTLA.

I have also spoken to a librarian from Winnfield Senior High School and she is considering joining LTLA. I invited her also to come and see all of the great things we do at convention. Hopefully she will accept the invitation.

We are still in need of someone to join our Student Relations Committee next year with the intentions of rotating into the 2020 position. Sponsors, please consider joining this committee. The rotation for Student Relations Chair is as follows:

2019 Christina Knight (Zachary High School)

2020

2021 Paula Clemmons (Episcopal Day School)

IX. Unfinished Business

- To clarify questions about the Costume Contest- Students may enter either individually or in a group, but not both. After some discussion, it was decided that schools may enter multiple groups this year.
- To clarify questions about the Talent Show- Each school can enter one act due to time constraints.

X. New Business

- Since Good Hope Middle is not attending this year, their two committees are vacant. Lora will ask newer schools to consider taking those contests.
- Lora will be emailing clubs to ask for students to volunteer to say the Pledge and Invocation at various general sessions.
- Mrs. Martin agreed to ask Matthew Savoy from Hathaway to play background music during convention activities.
- Mrs. Martin informed us that some of the essays entered in the Essay Contest did not follow word limit guidelines (250-500 words). She surveyed the clubs and found that the majority thought that the essays should be disqualified.

XI. Announcements/Adjournment

There were no announcements.

President Lora Lathrop adjourned the meeting at 3:25.

Respectfully submitted by Grant Rome
2017-2018 LTLA Secretary