

Louisiana Teenage Librarians Association  
 First Executive Board Meeting  
 Online Free Conference Call  
 October 17, 2018

- ❖ Call to order & Welcome
- ❖ Meeting begun at 2:31 and was presided over by LTLA President, Summer Knight.
- ❖ Roll Call & Minutes
  - Secretary Crissy Thomas took attendance

Schools	Adults	Students
Caddo Magnet High	1	0
Central Private	1	3
DeQuincy High	1	4
Edgar Martin Middle	1	7
Episcopal Day	1	7
Good Hope Middle	0	0
Hathaway High	1	6
Lacassine High	1	3
Mansfield High	0	0
Maurepas High	0	0
North DeSoto High	0	0
Welsh High	0	0
West Feliciana High	1	2
West Feliciana Middle	1	5
Zachary High	1	23

- ❖ The convention minutes were sent out the previous week by email for review prior to the meeting. A motion was set to dispense of the reading of the convention minutes. It was moved by Mary-Hannah Varnado and seconded by Skyler Henery. The ayes had it and the motion carried.

- ❖ Officers' Reports

- Parliamentarian- Addison Kay

- Hello LTLA Members, Officers, and Guests.

- My name is Addison Kay and I am excited to be your 2018-2019 Parliamentarian. I am continuing to learn more about the Robert's Rule of order and hope to help during our meetings. Respectfully submitted, Addison Kay

State Parliamentarian

- Historian- Mary-Hannah Varnado
  - I am super excited to be serving as this year's historian. I hope and encourage all of you will submit your pictures of last year's convention to the drop-box. I look forward to presenting the scrapbook this year!!

Sincerely,  
Mary-Hannah Varnado

- Reporter- Macey Walker
  - No Report
- Treasurer- Joy Sutton

Treasurer's Report		
2017-18		
July 1, 2017 - June 30, 2018		
Balance-7/1/17		\$5,150.81
<b>Income:</b>		
Donation	\$2,500.00	
Dues	2,830.00	
Registration & Banquet	7775.00	
Book Fair	641.64	
DJ Refund	273.00	
<b>Total Income</b>		<b>\$14,019.64</b>
		\$19,170.45
<b>Expenses:</b>		
Hotel Taxes	433.57	
Hotel AV	2600	
Hotel Service Charges	1211.25	
Banquet	4129.2	
Awards & Ribbons	326.31	
Registration Ribbons	77.97	
L.T.A Scholarship	50	
Hospitality	265.6	
Decorations	73.47	
Tips	50	
Printing	224.87	
Author	2000	
DJ	373	
<b>Total Expenses</b>		<b>11815.24</b>
Balance 6/30/18		\$7,355.21
Submitted by Joy Sutton, L.T.L.A Treasurer-10/17/18		

Treasurer's Report	
2018-19	
July 1, 2018-September 30, 2018	
Balance-6/30/18	\$7,355.21
<b>Income:</b>	
*Dues	75.00
<b>Total Income</b>	<b>\$75.00</b>
<b>Expenses:</b>	
<b>Total Expenses</b>	<b>0.00</b>
Balance	\$7,430.21
Submitted by	
Joy Sutton, L.T.L.A Treasurer	
Lacassine HS	
Chair, Hist. Organized by 8/30/18	
Bolton, Holand HS	
Calder, Magnet HS	
Carroll HS	
DeQuincy HS	
Hickman HS	
Irish HS	
LeBlanc HS	

2018-19 Proposed Budget		
Submitted by Joy Sutton, L.T.L.A Treasurer		
10/17/2018		
<b>INCOME</b>		
Dues	1700	
Conference Registration	8500	
Book Fair	800	
<b>Total Income</b>		<b>11000</b>
<b>EXPENSES</b>		
Decorations	50	
Hospitality	150	
Registration	50	
Other Committee(s)	50	
Senior Recognition	250	
Student Relations		
Audio-Visual	200	
Awards	200	
Banquet	4000	
Equipment	150	
Gratuities	75	
Guest Speaker-Author	300	
Hotel Service Charges	1300	
Meeting Rooms	2700	
Music DJ - Gratuity	100	
Printing	300	
Miscellaneous	100	
Wes Smith Memorial Essay Contest	25	
Other Expenses	1000	
<b>Total Expenses</b>		<b>11000</b>

- Vice President- Joy Sutton
  - Due to a cross country meet, I send my regards that I am not able to attend. I have looked over my duties for the next few months. I have confirmed that the LLA and LASL president will bring greetings on behalf of their organization. I have also booked our author, Ashley Elston, to present at the banquet. I will be in contact with the Rapides Parish Librarians and Ms. Germany, about our workshops. If your club has any suggestions for workshop, please email me and let me know.

LTLA Vice Thank you,  
Natalie Clemmons  
Vice President

- ❖ Committee Reports
  - Book Discussion, Jr.- Thy Hong & Taja Lofton from West Feliciana Middle School
    - We will be doing the same as last year.
  - Book Discussion, Sr.- DeQuincy High School
    - We will do the same as last year. The room will be set up as speed dating with a rotation.
  - Bookmark, Jr.- Susan Pickles from Lacassine High School
    - Hi, my name is Susan Pickles. I am a junior at Lacassine High School. I am chairperson for Bookmark, Jr. Contest. I will monitor the table to make certain that

- entries and judging sheets are there. I will collect and tally the judging of the bookmark, Jr. Contest. I will announce winners at the luncheon.
- Bookmark, Sr.- Margaret Paul from Edgar Martin Middle School
  - Hi, my name is Margaret Paul. I am the chairperson of the Senior Bookmark contest. This is my first year in LTLA, and I am learning what this contests is all about. I will make sure all of the bookmarks are displayed properly, the right size, and get judges to judge the bookmarks at conference.
  - Book Sale/Autograph-Annie Hachtel, Anna Kate Hankins & Nathan Ughvwaeds from Episcopal Day School & Ashlynn Elliott from Lacassine High School
    - We have been looking over the handbook and our rules. Mrs. Clemmons has spoken to Scholastic and they are happy to work with us. We are currently working with our representative to have our author's books at the book sale Respectfully Submitted, Annie Hachtel, Anna Hankins, Nathan Ughovwa
  - Bulletin Board, Jr.- Connor Murray from Lacassine High School
    - Hi, my name is Connor Murray. I am a sophomore at Lacassine High School. I am chairperson for Bulletin Board, Jr. Contest. I will monitor the table to make certain that entries and judging sheets are there. I will collect and tally the judging of the contest. I will announce winners at the luncheon.
  - Bulletin Board, Sr.- April Alleman from Edgar Martin Middle School
  - Hi, my name is April Alleman. I am the chairperson of the Senior Bulletin Board contest. At conference I will make sure the bulletin boards are displayed properly, have the correct measurements and get judges to choose the winners.
  - Costume- Elli Gaspard from Edgar Martin Middle School
    - Hi, name my is Elli Gaspard. Like last year, we will assign numbers for the costume contest before conference and have the numbers in the registration to packets. We will also allow each person to introduce themselves. Does anyone any other suggestions for the costume contest?
      - ◆ No suggestions where given
  - Dance/Dance Contest- Zacc Landry from Central Private School
    - I am excited to accept the responsibility as chairmen of the dance committee. My sponsor and I have secured a DJ for the dance. I will send out information about the contest, urging clubs to register. I will register contestants before the dance begins. I will acquire the judges needed for this contest and present the winners at the author's luncheon.

Respectfully submitted, Zacc Landry Central Private School
  - Decorations- Skylar Henry & Briar Baca-White from Hathaway High School
    - No Report
  - Door Prizes- JaeLynn Taylor & Christianna Hilliard from Zachary High School
    - Our committee has started gathering donated prizes. We ask each club to bring a door prize up to \$5. We request that numbers be placed on both student and sponsor name tags. Christianna Hillard and I will draw numbers for students and sponsors to elect a gift from their designated box. We also ask that door prize drawings be scheduled on the program.
  - Drawing- Haleigh Jackson, Ella Mulhearn & Porter Pourciau from Episcopal Day School
    - We are new chairmen and are learning our responsibilities from the handbook. We look forward to encouraging all schools to participate in the Drawing Contest.

Respectfully Submitted,  
Haleigh Jackson, Ella Mulhearn, and Porter Pourciau

- Giveaways- Echo Moncivaez from West Feliciana High School
  - My name is Echo Moncivaez and I'm a senior at West Feliciana High School, as well as the chairperson for the Giveaways Committee. I am looking forward to serving on this committee and ensuring its success. I have reviewed my responsibilities in the handbook, and I am very excited about my role! I will be working on informing clubs about the items necessary so that the process of collecting the items and distributing them at the convention goes smoothly.
- Hospitality- Ava Borskey, Ashlynn Picou & Samuel Forbes from Maurepas High School
  - No Report
- Nominating- Devarre Dyson & Carter Lathrop from West Feliciana Middle School
  - No Report
- Registration- Caddo Magnet High School
  - No Report
- Scavenger Hunt- Need a volunteer
- Ally Mccore & Hannah from Hathaway High volunteered
- Scrapbook, Jr.- Mansfield High School
  - No report
- Scrapbook, Sr.- Need a volunteer
  - Zachary High School volunteered
- Social Games- Kennedy Mallett from Welsh High School
  - No report
- Sound System- Edgar Martin Middle School has a system we can use for the convention.
- Mrs. Knight will work on getting someone to assist with this committee
- Talent Show- Mansfield High School
  - No Report
- T-Shirt, Jr.- Emma Granger from Hathaway High School
  - No Report
- T-Shirt, Sr.- Katie Nguyen from Edgar Martin Middle School
  - Hi, my name is Katie Nguyen. I am the chairperson for the Senior T-shirt contest. This is my first year in LTLA, and I am very excited to be a chairperson. At the conference, I will make sure the t-shirt are displayed properly and get judges to vote on the best t-shirts.
- Wes Smith Essay- Kirby Byland from Central Private School
  - I am pleased to serve as Wes Smith Essay chairman. I have secured a judge for the contest and will announce the winners at convention. The updated score sheet for this year's topic has been added to Convention information on the LTLA website. All clubs are reminded to submit essays that are at least 250 words but no more than 500 words.

Sincerely,  
Kirby Byland  
Central Private School

❖ Student Relations Committee Reports

- Mrs. Paula Clemmons, Web Design & Handbook Coordinator, Episcopal Day School

- The website has had several updates in the last few weeks thank to recommendations made at the September 2018 Officer Orientation.
  - Here are a few of them:
  - New Sponsor tab and information on how the begin your year with LTLA
  - A list of the top 3 clubs in each division who participated in the Spirit Award Contest
  - An update of contacts for Student Relations Chair that also includes an easy to use form for direct contact with the SRC.
  - Additional convention info added (Wes Smith judging form)
- Fresh website shell and clip
    - Respectfully submitted, Paula Clemmons Chairman
- Mrs. Christina Knight, Student Relations Chairperson
  - Handbook Summaries - one of our sponsors asked that we post information that would help new sponsors sift through all the info. That the beginning of school offers to us so I summarized the committees. Handbook Additions/Revisions - I added to/revised the descriptions of the Book Sale/Autograph and Social Games Committees' Guidelines and added guidelines for the Sound System Committee.
- Mrs. Janet Lathrop, Hotel & Convention Liaison, West Feliciana Middle School
  - No report
- ❖ Unfinished Business
  - Hathaway High
    - Spirit plaques are needed for both Junior and Senior Divisions
    - Talent show and media form need a blank for the schools name this year
- ❖ New Business
  - Joy Sutton, LTLA Treasure, the total income of \$1100 broke even
- ❖ Announcements
  - LTLA Dues-11/1
  - Wes Essay Contest-12/7/18
- ❖ Adjournment
  - It was moved by April Almaw and seconded by Joy Sutton that we adjourn the meeting. The AYES had it and the motion carried.
  - President Summer Knight adjourned the meeting at 3:18