



Pennsylvania School Librarians Association

Annual Committee Report

Committee work covering the period April 2016 through March 2017
(*NOTE: different from usual date due to early conference)

Date: March 18, 2017

Committee: Operations

Chairperson(s): Vickie Saltzer and Robert McConnell

Updates on ongoing tasks of the committee: The Operations Committee is composed of several Task Coordinators and Task Groups. This report will be divided into the Various Task Groups.

A. Archive –

- a. Members
- b. Ellie Long, Archive Task Coordinator resigned after the 2016 PSLA Annual Conference
- c. Ellie transferred the archive files to Robin Burns, Jamie Scott and then to Robert McConnell at the fall board meeting.
- d. We need a new task coordinator and a photographer.

B. Board Secretary – Patricia McNeill

- a. Serve as a voting member of the PSLA Board of Directors
 - i. Take minutes a four PSLA Board meetings
 - ii. Take minutes at the annual business meeting,
 - iii. Compile the annual committee reports to be shared at the business meeting.
 - iv. Contact PSLA affiliate groups with affiliation information, collect necessary documents for reaffiliation and present those documents to the PSLA Board for approval.
- b. Other duties as necessary.

C. Budget and Finance – Natalie Hawley, Board Treasurer

- a. The 2015-2016 books were audited September 2016 with no issues found
- b. Members submitting bills for reimbursement need to include the original receipt. A scanned copy of the receipt(s) and voucher is now being accept. Please forward them to Natalie Hawley at the following email address:
nhawley@epix.net

D. Constitution and Bylaws – Candy Blessing, Task Coordinator

- a. Candy Blessing will be resigning after the PSLA 2017 Annual Conference.
- b. Candy will be transferring the files to Robert McConnell at the conference.

- c. Kate Palladino has accepted the position of the new Constitution and Bylaws Task Coordinator.
- d. This past year Candy updated any policies and history pages that were sent to her and then sent them to the Operations Committee for the board approval. They were as follows:
- e. Policies: Resolutions Policy, Resolutions Form and PSLA Handbook
History pages: PSLA Officers and Committee Chairs, PSLA Conference History and PA Young Readers' Choice Award

E. Inventory – Dustin Brackbill, Task Coordinator

There was not any equipment requested or purchased.

F. Membership – Eileen Kern, Task Coordinator

- a. Members –
- b. The membership information update as of March 11, 2017, is 835
 - i. Active – 714
 - ii. Associative – 23
 - iii. Student (Full-time only) – 12
 - iv. Retired Active -28
 - v. Retired Associative – 33
 - vi. Outstanding Contributor – 25

G. Nominating – Robert McConnell

- a. Members: Maureen Pongracz, Laura Wienand
- b. A PSLA listserv email announcing the 2017 candidates was sent out on January 25, 2017. During January 2016, a “Meet the Candidates” article was posted under recent news on the PSLA website. On January 25, 2017, an electronic ballot notification was sent out to all active members of the Association announcing the 2017 candidates for Vice President, two-year Directors and a one-year Director. Voting instructions were emailed on January 25, 2017 and electronic voting began on January 25, 2017. Five additional notices were also sent out for reminders as well as the PSLA listserv and twitter reminders. The deadline for voting was midnight on February 15, 2017. A total of 318 ballots were cast, eighteen ballots were marked invalid due to duplicate votes from the same person. Laura Wienand and Bob McConnell verified the votes. Therefore, 300 votes were accepted. 39% of the active members voted. There were 714 active members, 28 retired active and 25 outstanding contributors for a total of 767 active members. (Note: In the last two years, the percentage of active members who voted has increased.)
- c. Notification was sent to all candidates. Newspaper articles will be sent for the successful candidates
- d. These candidates will be inducted into office at the annual conference in Hershey at the General Session on March 30, 2017 and will assume office on July 1, 2017.
- e. Election of Officers - Candidates for Officers and Directors’ positions on the PSLA Board are as follows:
 - i. Vice President: Cathi Fuhrman (four-year term)
 - ii. Two- year Directors: Robin Burns and Craig McFeely
 - iii. One-year Director: Jamie Scott
- f. Election Results of the PSLA Bylaws Amendment

- i. There were 294 valid votes and 98% of the members voted in favor of the bylaws amendment as recommended by the Board.

Respectfully submitted,
Vickie Saltzer and Robert McConnell
Co-Chairs Operations Committee

Board Actions Requested: