**YS Forum Meeting Minutes  
November 2, 2018  
Minutes by: Lisel Ulaszek**

Present: Cyndi Robinson (ILA), Anne Kunzen (Huntley), Vince Sovanski (Glenside), Ellen Conlin (Naperville 95th Street,) Kerry Bailey (Arlington Heights), Heidi Knuth (Bloomingdale), Jen Abler (Oak Lawn), Beth McCloskey (Itasca), Tina Ruszala (Palos Heights), Lisel Ulaszek (Geneva).

1. **Welcome & Reports**
2. Lunch Orders
3. Introductions—Beth McCloskey (Itasca Public Library) has joined our board. Welcome Beth!
4. Forum Buddies—Heidi Knuth was assigned to be Beth’s YS Forum Buddy
5. Note Taker—Lisel
6. Approval of Minutes from May 18, 2018---minutes were approved
7. Approval of Minutes from August 10, 2018—minutes were approved
8. Additions or Changes to Agenda – none
9. ILA Board Report—Leander was not in attendance and did not submit a report. His term will be finished in June 2019 and ILA will assign us a new board liaison in August. Cyndi Robinson will email our board the report from ILA’s Legislative Consultant and will also share info about state funding and ILA’s Strategic Plan. Anne Slaughter was nominated to serve on the Illinois Broadband council. ILA Board will go through all their policies and review them. Will also be considering forums & boards and their specific tasks/jobs. Reaching Forward has asked to become a committee rather than a forum (the latter is an interest group vs. specific tasks.) Vince inquired when the YS Standards come out & if they will be paper or electronic copy. These will be out sometime in 2019. Cyndi will keep us updated.
10. YASF Report—Evan did not submit a report. Lisel & Tina received correspondence from the new YASF liaison, Lisa Barefield (Wheaton Public Library) on Nov 6 notifying us that she’s the new YASF liaison. Their upcoming meetings are 11/8 (Berwyn), 2/14/19 (Arlington Hts), 4/11/19 (Wheaton) & 9/12/19 (location TBD)
11. iREAD Report—Christy Kepler is our liaison to iREAD. Jen Abler will ask Christy to tell us specifically what she needs from us and confirm that the total submissions requested in her 9/4/18 email to the board were per board member, not total from the board. Five submissions from each of our staff (activities/crafts/program ideas with basic details including name of program, description, picture of program, ages it’s for, supply list, instructions and a list of 5-8 books used for the program) was what was asked for. Heidi is confirming Christy’s deadline to receive this info from us. iREAD’s is February, however, Christy may need this info sooner than that.
12. Correspondence—None received. Heidi will write a thank you note to Andy Barrett for his sponsorship of our stop on the Pub Stroll at conference last month.
13. **Welcome & Reports (cont’d)**
14. IYSI Conference - Vince inquired if our forum needs t to have a YS Forum person to touch base with IYSI or be on their committee. Jill M is still on the IYSI committee. They are meeting next Friday to review program proposals at Burr Ridge RAILS office—Conference Room B. One of the things they’re talking about is a succession plan as many of the same people have continued to serve on the committee since its inception. We need to find out if we’d be doing a table to promote YS Forum/The Soup as IYSI this year. IYSI is in Normal this year. Update: Update:  Both, Jen and Tina were unable to make the IYSI meeting.  Tina informed Cyndi that we wouldn't be able to send a representative and she said that she'll keep us posted.
15. **Business**
    1. Check YS Forum Board Roster Information – Alissa Raschke-Jancenko (New Lenox) and Irene Ciciora (Chicago Ridge,) have elected to step down from the board. Beth McCloskey (Itasca) has joined the board. Welcome Beth! Lisa Barefield (Head of Teen Services at Wheaton Public Library,) is the new ILA YA Forum Manager replacing Evan Mather.
    2. 2018 ILA Conference Review
       1. Breakfast – Anne & Jen A. - speaker was a bit uncomfortable speaking in public. Diane Foote (ILA Exec Director) is going to reach out to the speaker’s publicist to give him some feedback. He needed to have some notes to keep him on track and to have some pictures up behind him showing illustrations. Next year’s speaker is being approached---Rafael Lopez. Decorations on the tables ended up working well. Food was good. 74 people registered for the breakfast. Covering both doors (there were doors on either side of the room,) worked well, but having only one check-in door made things easier. Forum members need to spread out, sitting at different tables. Executive Director and ILA President need to make sure they have a place to sit and know this. Reserve seats for the award winners and their families, the speaker and the sponsors (who sit with the award winners.) Don’t need to save seats for the iREAD committee and other dignitaries. Make notes on the check-in list about who has reserved seats and where so they can be directed. Have someone helping at the door with this beyond the person checking in attendees. This person could also introduce them. Jen voiced that overall attendance from the YS Forum board at the breakfast was low. Please make a concerted effort to attend this event. Cyndi plans to approach Baker & Taylor to potentially sponsor the Author Breakfast. The evaluations Cyndi received had many compliments for the food and notes about the speaker not being great. Discussed the art for iREAD. With four different artists, it is not cohesive and with so many libraries offering an all-ages summer program, one theme/art would be helpful. This feedback has been shared with Diane Foote and with the iREAD chair.

**Business (cont’d)**

* + 1. Stories & Spirits—Lisel & Tina

Trivia was a big hit. There were a few comments about some attendees getting picked more than once to answer questions and then winning multiple gift cards. Everyone who answered a question thought they were going to win a gift card. Perhaps only give out as many drawing tickets as we have gift card prizes (not including any bags, etc. provided by Rob.) Need to order less cold hors d’oeuvres (especially cheese and fruit,) and more hot hors d’oeuvres as we ran out of hot food. We get a bigger attendance for this event downstate and many use it as a meal.

* + 1. Awards (Vince)—thanks to everyone who served on the committee. It was good to have an uneven # of people on the committee so Vince only voted if a tie. Should we note in the rules for the award that current YS Forum board members can’t be nominated? Is there an easier way to submit electronically to make submissions easier? Should we give more guidance on the form so we get what we need and nominees don’t have to have so many letters of recommendation? What about asking about educational background, how long have they worked at current library, regarding awards won, committees served on, etc. on the application? This would help people nominating understanding what qualifications candidates would need. Cyndi noted Awards Committee will be reviewing all of this soon. ILA promotes the awards via email and on their website, we’ll promote them on The Soup too. The sponsor of the award introduces them and then the award winner gets to speak at the Awards Breakfast. If we don’t have a sponsor for the award that year, the Awards Chair from the YS Forum introduces them. For the Awards Luncheon, the sponsor briefly introduces the award winner and that person shakes their hand & the person receives the award. Cyndi approached BrainFuse to sponsor the Golden Ticket for 2019. Heather Vulpone (Abdo) will sponsor Davis Cup for 2019.
    2. Pub Stroll (Heidi) – Games used as ice breakers seem to go over well. Our sponsors stayed the entire time which was nice. Maybe play the game next year but pair up author/illustrator or character pairs. Location was a bit challenging to find and when inside, it was hard to find the group once you were in the bar. Cyndi scouts the bars ahead of time. All of the bars had attendance but everyone ended up at TBS location by the end (300 people,) as TBS had an open bar. Cyndi is working on Baker & Taylor as a sponsor for Pub Stroll. They declined this year as they had their own event at the same time.)

**Business (cont’d)**

* + 1. YS Forum Table

Worked out well—one person there at a time is plenty. Sucker tree and giveaways were good. ARCs were a hit. We had a lot of people asking us about The SOUP.

* + 1. The SOUP

Anne reported that since conference, we’ve had 31 requests to join! We’re at 242 members currently. If you’re on Facebook and on The SOUP, please post on it, share things, post job openings, etc. Encourage staff members participating in SNAILS, TINKER, etc. to share on there too. We all promoted The SOUP at varying YS Forum sponsored sessions & events which helped increase awareness.

* + 1. Preconference Bus Tour

Had room for 22, but 14 people registered (Anne, Jen & Vince included.) The libraries seen were all different sizes. Jen provided swag bags. Cyndi will look at final numbers to see if we lost money on this event. Probably a bit pricey at $30 and may not get participants in Tinley Park. We have to hire a bus company because of the insurance factor.

* + 1. YS Forum Sponsored Programs
       1. Where the Wild Things Play – Jen & Christy

76 ppl attended, 51 evals returned. Well received. Variety of spaces/budgets/library buildings presented. A lot of attendees were veteran librarians. One good tip was for toys mounted to the wall, put a piece of plexi behind it so you don’t damage the wall. Presenters all visited each other’s libraries so they were better informed prior to putting the presentation together.

* + - 1. You Can’t Do That at the Library! – Lisel & Kim

We had 60-70 people in attendance and 41 completed evaluations. Overall feedback was positive. Some feedback was received that the slides were difficult to read (too much info on them,) and that they would have preferred to have each speaker speak separately rather than passing the mic. All appreciated the ideas that were shared and many indicated an interest in having more programs like this. Many attendees shared ideas for topics for the 2019 conference and several indicated an interest in joining the YS Forum. (All were contacted right after conference regarding this.)

* + - 1. 100 Librarians Surveyed (Anne)—fun & well-received. They had 96 responses from librarians ahead of time which was helpful. Could have used a more soundproof room and more space. Lots of people commented on the many RA titles they learned about. Consider offering again at a future conference.

**YS Forum Sponsored Programs (cont’d)**

* + - 1. Work Hard, Play Harder (Tina & Kerry)—There were 83+ in attendance. Well-attended considering it was the last day of conference. 11 out of 12 online surveys were positive. People appreciated having Pat Burg from the State Library there to talk about what constitutes passive programming. Lots of ideas shared.
      2. IGNITE (Ellen)—13 paper responses, 8 online responses. A few comments about wanting some teen things added as part of presentation. Ellen promoted the YS Forum. Katie Claussen’s picture book presentation was good. Consider offering a panel of YS people covering books for varying age groups – preschool, middle grade, middle school & YA. Consider offering a Teen IGNITE or an Adult IGNITE for next conference. (Idea needs to be shared with YASF, etc.)
  1. Public Library Standards for YS – Ellen (chair) and Heidi – Nothing to report. Cyndi noted that the standards will likely be shared in early 2019. To be determined whether this would be online, in print or both.
  2. Post-cards to new YS Forum members (Kerry)

Kerry sent a bunch out before ILA encouraging people to stop by the YS Forum sponsored sessions. She sent them to new people who joined in 2018 who indicated the YSF interest. Lisel & Tina emailed all conference attendees who indicated an interest in joining the YS Forum on the conference and/or workshop evaluations.

* 1. New Workshops/Field Trips
     1. IYSI Conference—already talked about. Jen attending and will staff a table in the exhibit hall promoting the FORUM.
     2. Reaching Forward—(Heidi) good mix of Youth programs this year—article promoting it in Dec ILA Reporter—this is the 30 year anniversary of Reaching Forward—planning some events around that. Anne & Ellen are checking to see if they can run the table promoting the YS Forum there this year.
     3. LACONI—Tween Services meeting 11/16—Tina will make sure her staff member that’s presenting at this program has flyers promoting The SOUP.
  2. Other Area YS Meetings/Educational Opportunities
     1. Baker & Taylor Title Talk on November 15th at Gail Borden—free. Have to register in advance.
     2. Prairie State Story league Meeting—every second Friday of the month—different library each month—9:30 am – Noon. $10 - $15/per library for the year.

III. **New Business**

1. Fill New Positions:
2. Election of 2019-20 Co-Managers for November 2019 – October 2020—Kerry Bailey & Ellen Conlin. If Ellen is unable to fulfill her duties for the full year, Anne will stand in.
3. Awards Committee—chair: Anne (Jen, Christy, Heidi, Kerry committee members)
4. Breakfast Committee—chairs: Lisel & Beth
5. Stories & Spirits---Ellen & Kerry (Anne will attend to help)
6. Pub Stroll Committee—Tina & Heidi
7. Pre-Conference Committee (was bus tour this past year---probably not offering in 2019 unless Cyndi confirms it was cost-effective. Co-Chairs would be Christy & Jen if we have it.) If bus idea doesn’t work out, Jen would like to explore another pre-conference idea.
8. Continuing Ed Committee—decided our partnerships with IYSI, Reaching Forward, etc. is enough at this time.
9. Marketing & Promotions---Kim & Kerry Cross-promote TINKER, TOYS, SPARK, SNAILS, and LACONI on The SOUP. Use RAILS newsletter to cross-promote these activities with each group’s permission.
10. 2019 ILA Conference---Conference theme will be decided in the next week or so. Cyndi will let us know when it’s determined. Deadline for submissions is usually in March. Heidi requested a list of conference/program ideas from this year’s evaluations. She will compile a list of them for our February meeting. Update: Tina spoke with Cyndi about a YS Forum ribbon for board members. Cyndi will let us know what colors are available when she orders ribbons.

Meeting Adjourned 2:45 pm.