

Summer Reading Steering Committee MINUTES

Tuesday, December 20, 2024 | 1:00pm – 2:00pm

Teams

Present: Kimberly Boldt, Kristin Williamson, Emily Reeves, Kelly Dexter, Heather Zeoli

1:00 **Introductions** – Kristin

1:05 **Updates**

- Read It Forward – Kimberly
 - We cannot do Read It Forward this year. It was decided that we cannot use taxpayer funds to buy books that are given to another organization. We will revamp Read It Forward next year and see about having the Friends of the Library sponsor Read It Forward. Emily R. will send email to her committee at EOD today.

1:10 **Subcommittee Reports**

- In-Library Engagement – Kristin
 - Committee members are working on completing the toolkits for in-person, passive, and take-home programming.
 - Brittney is creating a document for ordering
 - Amanda and Kristin met with Morgan from the OK State Fair, who is excited to partner with the library system to bring both programs and fun activities to summer reading. She will get back to us in early January with a list of possibilities.
- Community & School Engagement – Emily R.
 - SLMS Breakfast April 18- room already booked at NW
 - Focusing on Outreach Toolkits – they should be ready for COM in January
 - RIF- had made progress but will inform committee to halt
 - Submitted project request to COM for school promo video- Colby will go to next committee meeting to discuss.
- Logistics – Kristin
 - Summer Reading prize book order is just about ready. Order will be placed in January with a March delivery to the Service Center.
 - Adult book titles already selected by Kristine in CSD
 - Emily W. and Kristin selecting other titles
 - Will order in January to receive at SC after Book Sale
 - Joey in OES at SC on committee and Galen at SC on committee
- Staff & Volunteer Engagement – Heidi (absent)
 - Heather reported that everything on time
 - Revamping some language of training to speak to non-librarians
- Program Planning – Daniel (absent)

- Kristin reported that most presenters have responded with information for program catalog, extending to 1st week of Jan.
- Everything received by 2nd week Jan will be entered into catalog to be sent to programmers and LMs in mid January, locations can select from list or do original programming
- Attempting to use Forms to do order form for passive program items and decorations
- Separate group to work with COM on SR promo items
- Kelly reported for COM
 - Working to move away from project forms and to basecamp
 - Marcie looking for thumb drive of graphics, Kristin will follow up—hasn't seen it yet
- Other items
 - Registration- when will it open? Pre-registration- would Megan be able to publish Beanstack in time for April SLMS breakfast? Kelly will check
 - Items for SLMS Breakfast, DVS and OES put together raffle prizes;
 - Daycares- do drawing of early lit books to incentivize them to sign up; DVS can send out message along with Imagination Library emails

3:45 Upcoming meetings

Reminders

Timeline

SharePoint

Subcommittee minutes saved in folder - posted monthly

3:55 **Questions**

Next Meetings

Subcommittee meetings	Ongoing
Summer Reading Steering Committee	January 23, 2024

Talking Points

Post-meeting sharing

- Kristin will set up meeting for OES/COM to discuss best way for promotional materials
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