I. Call to order
   • The meeting was called to order at 2:01 p.m.

II. Roll call
   • Present: Nic Ashman, Sam Vogel, Brendan Faherty, Crystal Schmidt, Jen Cook
   • Excused: Michelle Dennis, Paula Stanton, Chris Kalupa

III. Approval of minutes from last meeting
   • The minutes were approved.

IV. Open Issues
   • 2018 SSCS Conference
     o Location
       ▪ This year’s conference is at UW-Baraboo/Sauk County in Baraboo, WI on Thursday, May 24th. We will be using 2 classrooms, a lecture hall (for keynote) and a commons area (for lunch). The rooms are fully equipped with audio/visual equipment.

     o Budget
       ▪ We should be under budget for the conference.

     o Catering
       ▪ We are using Elite Catering for the conference. Their website is http://www.elitecatering.info/.
       ▪ The board has chosen the Deluxe Continental Breakfast Buffet at $6.95 per person and Boxed Lunches at $8.50 per person.
       ▪ There is still $210.00 left. This will go towards snacks from the caterer.

     o Keynote/Theme
       ▪ Our Keynote Speaker is Tracy Herold, Director of Dane County Library Service.
       ▪ The Board will decide a theme for the conference once there are more sessions planned.

     o Programs/Speakers
       ▪ Brendan sent out a call for programs. The soft deadline for proposals is April 6th.
       ▪ Some staff from Middleton Library are putting together a session for the conference.
The board should continue to think of people that may be interested in presenting at the conference and reach out to them. The call for programs is also posted on the SSCS Conference page of the WLA website.

- **Registration**
  - The conference prices will be the same as last year:
    - Student - $30.00
    - WLA Member - $60.00
    - Non-WLA Member - $100.00
  - This is also listed on the SSCS Conference page.

- **Paralibrarian Award**
  - Brendan was able to edit last year’s announcement of the Paralibrarian Award and sent it out to the SSCS membership. The deadline for nominations is Friday, March 16th.

V. **Other**
- Jen Cook is the SSCS-WLA liaison and has asked SSCS board members to send her anything that should go to the WLA Board meetings. Her e-mail is jcook34@cvtc.edu.
- Sam will add further information to the conference webpage as it becomes available.

VI. **Next Meeting**
- The next meeting is on Friday, March 16th at 10:00 a.m. This will be the board’s site visit at UW-Baraboo/Sauk County.

VII. **Adjournment**
- The meeting was adjourned at 2:20 p.m.