

Westchester Library System Battle of the Book Full Committee Meeting
Meeting Minutes
March 22, 2019
(Submitted by Rebecca Fitzgerald for Approval at May 17th Board Meeting)

Registration (Jonathan)

- Registration and revised wiki will go live on April 1st
 - Wiki includes book titles, meeting schedules, editable press releases and flyers
- Deadline for all teams is June 30
- New coaches training will be scheduled in July (date tbd)

Battle Details (Jonathan)

- Venue: Hommocks Middle School (special thanks to Kim who secured it for us!)
 - Auditorium holds around 500 persons
- Date: Saturday, October 19, 2019
- Fire code: will find out how many attendees per classroom. (NOTE: Kim Larsen later confirmed 36 per classroom.)
- Tickets for classrooms are a safety issue and therefore, non-negotiable
- Parking - large lot in front and back - "This is the best school for parking!" per Hommocks School Media Specialists!)

Question on being added to listserv:

- Email will be added after attending a meeting or signing team up

Please keep BOB board posted on personnel changes regarding anyone who is involved with the teams

Requirements (Jonathan)

- Every child needs a permission slip and photo/video release - on WLS's insurance
 - No child allowed to participate without these items
 - Forms are on wiki
 - Do not change language except name of library
 - If parent crosses anything out, it is not legally binding!
- Tell people of requirements early - give more information up front
- Minimum of kids per team is 3, 5 kids complete in a given match
- Yorktown asked: Is it possible for libraries to enter more than one 4-6 team? Jonathan's answer: No
 - Puts pressure on other libraries to do the same
 - A lot logistically to handle
 - Put in post-Battle feedback if people feel strongly about it
- Coaches should tell parents up front if they cannot watch the matches

Intro (Jonathan)

- Last year, we had 17 4 - 6 teams and 16 6 - 10 teams (25% increase from the previous year)
- Kim got a pizza quote of \$10 per pizza from Villa Maria- two sep. deliveries - will be nice and hot!

Publicity (Jonathan, Liz, Pat)

- Jonathan will handle reaching out to libraries that have not yet participated
- Liz will play with editable press release (not election year so might get nice spread)
- Instagram - better chance of getting recognized internationally
- # of corporate sponsors will affect bottom line
- Instagram, Twitter - better to reach out to libraries for practices
- Reach out to authors on Twitter
- Goal: volunteers, supplies, services
- Message local business - follow them, comment, and then ask
- Radio promotion on WHUD
- Pat thinks publicity post-BOB is more important - not looking to get people to watch battles
- BOB presence at WLA and WLS conferences
- Amy can manage table at YSS

Volunteers (Coordinators: Suzy and Kathlyn)

- Catherine Riedel will work with WLA - good push out email for volunteers
- Boces to email all school librarians for volunteers
- Librarians from down county can reach out to schools and volunteers
- Time for down county to shine for volunteers! Numbers should increase.
- Age: ideally adult; teenagers have to be 11th grade and older
- We have accepted parents as volunteers - they are put in opposite team rooms - please let parents know beforehand that it will not involve spending time with their children - no photography
- Volunteer Registration Form will be out in April
- Please stay in touch with your volunteers so they don't forget!
- Volunteers do not have to commit to the full day
- Better to have too many volunteers than too few!
- Volunteers will receive continental breakfast and pizza lunch

Miscellaneous

- Photographer - Sarah thinks she has one! Will confirm.
- No food or drink in the auditorium - need to come up with gathering place for teams when not competing - it needs to be a place they can eat

- The buzzer system we use - 10 player console from buzzersystems.com - \$325 - teams can rent from WLS
- T-shirts - people like having individual t-shirts - maybe we should do a best t-shirt contest? Winner gets bragging rights
- Sharing questions - some teams are OK with sharing, others are not
- Coaches can give teams questions as study guide
- "Train them harder than actual battle"
- Kids can write questions
- Interlibrary scrimmages - to prepare, libraries can hold mini-battles with other libraries
- Put down page number for questions for practices - makes life easier
- There are 25 questions per battle - 5 related to each book
- 40% of questions are "in which book..."
- For graphic novels, questions can be on illustrations as long as they assist the plot
- Some coaches create a google doc to share questions with their teams
- Autonomy on how many books kids should read - for instance, one kid can be an expert in a book, another can be an expert in another
- Sarah recommends using Kahoot - online game that creates flashcards and gives statistics for free
- Are any of the authors of the books local?
- Announcement from Liz - April 26 - NYLA YSS conference
- Mamaroneck's high school may have a photography club, Ellen will reach out

Board Meeting (following Full Committee Meeting)

Volunteers (Suzy and Kathlyn)

- Pat Brigham is supposed to look into corporate volunteers, Suzy will confirm with her
- Sarah will reach out to a photography volunteer
- We need more than one photographer but less than 4. Perhaps one per age group?
- Volunteers should sign up early and often!
- We will know the number of rooms and number of people by June 30
- Volunteers should be emailed and RSVP if interested in doing it again. The number of corporate volunteers will make a difference in the bottom line.

Social Media & PR/Outreach (Amelia and Liz)

- Social media - it's best to reach out to libraries to get pictures from practices
- As Battle gets closer, we can reach out to authors on Twitter
- Goals: volunteering, supplies, services - messaging local businesses, follow them, comment and then ask
- Jonathan is handling reaching out to new libraries
- For post-BoB publicity and pre-publicity, Liz will play with editable press release

- It's not an election year, so maybe we'll get a nice spread in a newspaper
- Jonathan noted that Pat thinks that post-BoB is more important than pre-BoB, since we're not looking for people to watch the event
- Kate Meyer at WLS is a good resource, as she can blast press releases
- Need to figure out a homebase for kids
- Need to figure out how titles should be said for "In Which Book" questions