

**COMPUTER AND TECHNICAL SERVICES DIVISION OF  
SCLA EXECUTIVE BOARD MEETING  
November 7, 2007  
SCLS**

**CALL TO ORDER**

The meeting was called to order at 9:46 a.m. by Tom Cohn, President.  
Present were: Joyce Bogin, Tom Cohn, Mellissa Hinton, Susan Ketcham,  
Dana Mottola, Wendy Reeve, June Zinsley.

**APPROVAL OF MINUTES**

The minutes of September 10, 2007 were approved as amended on a motion  
by Wendy Reeve and seconded by Dana Mottola and passed unanimously.

**TREASURER'S REPORT**

June Zinsley reported that as of 8-31-07:

Checking	\$954.85
Savings	\$899.00
Total	\$1853.85

June Zinsley reported that as of 9-30-07:

Checking	\$938.04
Savings	\$901.13
Total	\$1839.17

A motion to accept the Treasurer's report was made by Susan Ketcham,  
seconded by Joyce Bogin and passed unanimously.

**MEMBERSHIP**

CATS membership is at 161 members. Mellissa Hinton has drafted a letter  
to recruit lapsed members. She will incorporate changes suggested by Tom  
Cohn and mail it before the end of the year.

**WEB PAGE REPORT**

No report

## **PROGRAMS**

### **Past Programs**

Sue Ketcham reviewed the small number of surveys received for the two most recent programs: the Technical Services Open Forum and Cataloging Roundtable. Results were generally favorable.

### **Upcoming Programs**

**Annual Meeting “Library 2.0” (December 4, 2007)** – Helene Blowers from the Charlotte-Mecklenberg Public Library will present “Jumping into the 2.0 Pool without Drowning.” As per Sue Ketcham, Helene will make her own travel arrangements. Her fees include a \$500 honorarium (paid by SCLA) + travel + expenses. Dana Mottola will prepare the flyer to be released via email to SCLA, LILRC, and NCLA email lists and via regular mail to CATS members ASAP. RSVPs will be sent to Susan Ketcham by 11/20/07. Continental breakfast will be served. The menu follows with purchasers noted in parentheses: scones, jam, clotted cream, cider (Wendy Reeve & Susan Ketcham); fruit, Danish or rugalach (Data Mottola); bagels, rolls, orange marmalade, butter, cream cheese, 1% milk, half & half, paper goods, centerpiece, platters, knife (Joyce Bogin). Breakfast begins at 9:30 sharp followed by a short business meeting at 9:45 and Helene’s presentation at 10:00.

**Long Island Library Conference** – Tom Cohn announced the deadline for submission of a program for 2008 is 12/15/07. Wendy Reeve suggested a program on new gadgets with Bob Johnson (Port Jefferson PL) and Dominic Antonacci (South Country PL) as presenters. Wendy will contact them for a definitive program description. Gift cards will be provided for the presenters as was done for last year’s conference.

**Cataloging Roundtable** – Topics for future meetings include: standardization; subject analysis, a program Tom Cohn would like to conduct; access to Spanish language materials. Michael Aloï will continue as moderator of CRT and should set the dates for next year.

**Annual Library Tour** – June 2008 to be determined

**Technical Services Forum** – Suggested topics for discussion include training techniques, turn-around time for cataloging, technical services job classifications.

**Sharper Training Solutions** – Web page development was suggested as a possible topic for training.

**Other:** Tom Cohn attended NYLA and heard library futurist Steve Abrams (Sirsi/Dynix). Perhaps something could be arranged. He suggested another possible program topic on Resource Description Access (RDA), the successor to AACR2 which is due in 2009.

## **SCLA**

Tom Cohn announced the annual SCLA dinner will be held November 16, 2007 at Windows on the Lake.

## **NEWSLETTER**

Tom Cohn is compiling the next issue which will include an article by Sue Ketcham on “Wedge Words.” He noted that SCLS will no longer support newsletter prepress services. Material must be camera-ready.

## **OLD BUSINESS**

**Proposed Computer Users Group Committee** – Joyce Bogin moved that an Ad-Hoc Computer Users Committee be established for the year 2008; Wendy Reeve seconded; motion carried. Jim Balletta who has been nominated to the Board as member-at-large will serve as liaison to the Committee upon election. Discussion ensued with regard to the creation of standing committees. As a result of the discussion, consensus from the Board was that the bylaws should be reviewed next year.

**CATS Board Election** – Sue Ketcham has received 33 ballots for the election thus far.

## **NEW BUSINESS**

## **NEXT MEETING**

The next meeting (annual membership meeting) will be held on Tuesday, December 4, 2007 at 9:30am at SCLS in Bellport.

The first meeting for 2008 is tentatively scheduled for Thursday, January 10, 2008 at 9:30am at SCLS in Bellport.

**ADJOURNMENT**

A motion to adjourn at 12:10 p.m. was made by Wendy Reeve and seconded by Dana Mottola and passed unanimously.

Respectfully submitted,  
Mellissa Hinton  
Acting Secretary