



## Excellence in Library Service Award

**Purpose:** The ELSA is designed to recognize dedication to public service demonstrated by any staff member of a public, school, special or academic library. We welcome nominations submitted by any employee of a Suffolk County library or any Suffolk County library patron.

**Eligibility:** Pages, clerks, librarians and trainees, as well as office, custodial and security staff from any Suffolk County library are eligible.

**To Qualify:** The nominee must work at least 17.5 hours per week, and have worked a minimum of one year in his/her current position. People who have been nominated in the past may be nominated again.

**Criteria:** Outstanding public service may be demonstrated by fostering team spirit, exemplary job performance, promoting goodwill among patrons and staff, or an innovative approach to one's work.

**Nominations must be submitted by August 31, 2017**

### How to nominate:

- Complete nomination form.
- Write a nomination of between **250 and 500 words** explaining the impact the nominee has had on his/her library. (**In order to insure impartiality, please refer to the nominee as "nominee" and their library as "library."**)
- Submit a **MINIMUM of two (2)** letters of recommendation from co-workers and/or patrons.
- Include specific examples in these letters of how the nominee goes above and beyond the everyday. The examples are very helpful to the selection.
- Send to: **ELSA Committee Chairperson**  
Kate Regina  
West Babylon Public Library  
211 Route 109 West Babylon, NY 11704

The ELSA winner and nominees for 2017 will be honored at the **Suffolk County Library Association's Annual Fall Dinner.**

The ELSA winner will receive:

- an inscribed plaque
- a framed certificate
- a \$250 AMEX gift card
- recognition and listing in the *SCLA Handbook & Membership Directory*, the *SCLA Newsletter*, and on the SCLA website.

The ELSA nominees will receive certificates of appreciation and will be recognized along with the ELSA winner at the SCLA Annual Dinner.

## 2017 Nomination Form

(Also available at <http://scla.net>)

*(Please print)*

Nominee's Name \_\_\_\_\_

Job Title \_\_\_\_\_

Library \_\_\_\_\_

Length of Service \_\_\_\_\_

**Entries must be submitted by August 31, 2017 and be accompanied by:**

- **A written nomination of between 250-500 words**
- **Minimum of Two (2) letters of recommendation from coworkers/patrons**

Name and address of person submitting the nomination:

Name \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Job Title (if a library staff member only) \_\_\_\_\_

Library \_\_\_\_\_ E-mail \_\_\_\_\_

Relationship to nominee \_\_\_\_\_



**Kate Regina, Chair**  
West Babylon Public Library  
elsacommitee@gmail.com

**Theresa Arroyo**  
Middle Country Public Library

**Jennifer Caskey**  
Hauppauge Public Library

**Robert Cognato**  
Deer Park Public Library

**Marcie Litjens**  
Center Moriches Free Public Library

**Min Liu**  
Long Island Library Resources Council

**Colleen Navins**  
The Smithtown Library - Nesconset Branch

**Anne Witte-Russo**  
Sayville Library

Suffolk County Library Association  
627 N. Sunrise Service Road  
Bellport, NY 11713  
scla@suffolk.lib.ny.us  
<http://scla.net>



## Excellence in Library Service Award

The Suffolk County Library Association and its Executive Members proudly present the *Excellence in Library Service Award (ELSA)*

Your association recognizes and appreciates our most valued resource. . . people.

We value the service, pride and creative talents that people at all levels of our membership share during their workday with fellow staff and patrons. This includes librarians, clerical staff, pages, maintenance and security working toward a common goal: connecting people with the information and services they need. SCLA promotes county-wide professionalism in library service, and we invite you to participate in this award process by nominating one of your outstanding colleagues for this honor. Library patrons are encouraged as well to nominate a library staff member who embodies these qualities.

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**Suffolk County Library Association**