

**COMPUTER AND TECHNICAL SERVICES DIVISION
SCLA
EXECUTIVE BOARD MEETING
3.18.02 AT SCLS**

CALL TO ORDER

The meeting was called to order at 9:35 a.m. by Aurora Tiffany, President. Present were: Joyce Bogin, Renee Capitanio, Laura Hawrey, Anne Reissig, Angela Richards, Matthew Sheehy, Aurora Tiffany, and Melanie Weiss.

APPROVAL OF MINUTES

On a motion by Matthew Sheehy, seconded by Angela Richards, the minutes of 2.19.02 were approved.

TREASURER'S REPORT

Aurora Tiffany reported for June Zinsley. As of 2.28.02, Checking: \$178.21, Savings \$906.88, Total \$1085.09. On a motion by Melanie Weiss, seconded by Joyce Bogin, the treasurer's report was accepted.

NEWSLETTER

Angela Richards reported that the newsletter has gone out.

MEMBERSHIP

Renee Capitanio reported that CATS has 211 members. She presented a sample renewal notice that will be sent to non-renewing CATS members and handed out at the Conference.

WEB PAGE (scla.net/cats)

The web page has not been updated. Matthew Sheehy will take over maintenance of the web page.

FUTURE PROGRAMS:

Open Forum for Department Heads of Technical Services departments (4.12.02 @ SCLS) – 20 people have registered to date. The flyer will be sent out this week. The panel members may meet prior to the meeting to discuss the structure and scope of the program, which will most likely be limited to technical processing topics such as workflow and A/V cleaning. Joyce Bogin will pick up the refreshments. The Executive Board discussed the possibility of adding an excess materials sale/swap option to the web page.

Migrating to Windows XP, Long Island Library Conference (5.8.02) – No report. (Ron Richards. We have been given the 8:15 – 8:55 a.m. slot.)

Library tour (June) – no report. (Libraries: Sachem, Comsewogue, Emma S. Clark.)

Visit to NYC library (September) – Matthew Sheehy has contacted the music division of the Performing Arts library at Lincoln Center.

Visit to vendor, possibly Baker and Taylor (October) – no report.

SCLA

No report.

NEXT MEETING

The next regular meeting of the Executive Board will be on 4.15.02 at 10 a.m. at SCLS.

ADJOURNMENT

On a motion by Melanie Weiss, seconded by Renee Capitanio, the meeting was adjourned at 11:00 a.m.

Respectfully submitted,
Melanie Weiss,
Secretary