

**COMPUTER AND TECHNICAL SERVICES DIVISION OF  
SCLA EXECUTIVE BOARD MEETING  
March 5, 2007  
SCLS**

**CALL TO ORDER**

The meeting was called to order at 9:37 a.m. by Tom Cohn, President.  
Present were: Michael Aloï, Joyce Bogin, Tom Cohn, Ted Gutmann,  
Cynthia Guzzo, Mellissa Hinton, Susan Ketcham, Min Liu, Dana Mottola,  
Wendy Reeve.

**APPROVAL OF MINUTES**

The minutes of 1-4-07 were approved with corrections on a motion by Ted Gutmann and seconded by Susan Ketcham and passed unanimously.

The minutes of 2-2-07 were approved with corrections on a motion by Susan Ketcham and seconded by Michael Aloï and passed unanimously.

**TREASURER'S REPORT**

February Report: June Zinsley forwarded the numbers to Tom Cohn who reported that as of December 31, 2006:

Checking	\$416.41
Savings	\$791.39
Total	\$1,207.80

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

March Report: June Zinsley forwarded the numbers to Tom Cohn who reported that as of January 31, 2007:

Checking	\$409.06
Savings	\$791.39
Total	\$1,200.45

A motion to accept the March Treasurer's report was made by Cynthia Guzzo, seconded by Wendy Reeve and passed unanimously.

## **MEMBERSHIP**

Tom Cohn welcomed Wendy Reeve (Cutchogue – New Suffolk Free Library) to the CATS board. Mellissa Hinton reported that there were 184 members.

## **WEB PAGE REPORT**

Ted Gutmann reported that the Open WorldCat program has been added to the website.

## **PROGRAMS**

**Open WorldCat and worldcat.org (March 15, 2007, 9:30 a.m. at Half Hollow Hills Library)** – Co-sponsored with LILRC. Dana Mottola sent out flyers to all members of CATS and all members of SCLA. Message was also posted to SCLA listserv. Min Liu will bring supplies for coffee service, Mellissa Hinton will bring plates, napkins and food for the program. Min Liu will send Mellissa Hinton number of registrants on 3/12/07.

**Long Island Library Conference: Digital Photography (May 3, 2007 at Crest Hollow Country Club)** – Program will be presented by Stephen Ingram. Tom Cohn reported that he received confirmation for the CATS program from the LILC conference committee. We will have the 11:30 a.m. session.

Susan Ketcham will take care of the “give away” items for this year’s conference which will be computer brushes with the CATS logo imprint. A motion to authorize Susan Ketcham to purchase 500 items with a cost not to exceed \$600.00 was made by Cynthia Guzzo, seconded by Wendy Reeve and passed unanimously.

A motion to purchase a \$100.00 gift certificate for the program presenter was made by Cynthia Guzzo, seconded by Wendy Reeve and passed unanimously.

Cynthia Guzzo will make up a gift basket to be used as our raffle prize.

**Hands-on Digital Photography Program (2 sessions. June 8, 2007 and June 15, 2007, 2:00 p.m. – 4:00 p.m. at SCLS)** – Program will be presented by Sharper Training Solutions. Susan Ketcham will ask if

instructor can provide handouts for attendees. When Susan Ketcham gets more details she will communicate the information to Dana Mottola who will create the flyers. We will try to have flyers ready by May 5 for the Long Island Library Conference.

**Library Tour (June 1, 2007? Or 7/20/07?)** – Cynthia Guzzo will once again organize the tour. Suggested sites included Emma S. Clark Memorial Library, Port Jefferson Free Library and Stony Brook University.

**Cataloging Roundtable** – Meeting that was scheduled for February 27, 2007 was canceled due to insufficient registrations and bad winter weather. Future dates are set for 6/19/07 and 10/23/07.

## **SCLA**

Tom Cohn reported that it was announced at the most recent SCLA meeting that Min Liu has been appointed the new Assistant Director at LILRC. Tom Cohn reported that SCLA will once again be offering post-it note cubes as their give away item at this year's Long Island Library Conference.

## **NEWSLETTER**

Tom Cohn reported that March 16 is the deadline for article submissions. Mellissa Hinton will submit a report on the 3/15/07 Open WorldCat program.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Min Liu reported that ALA Midwinter will be held 6/21/07 – 6/27/07 in Washington D.C.

## **NEXT MEETING**

The next meeting will be held on Tuesday, April 10 at 9:30am at SCLS in Bellport.

## **ADJOURNMENT**

A motion to adjourn at 11:20 a.m. was made by Ted Gutmann and seconded by Cynthia Guzzo and passed unanimously.

Respectfully submitted,  
Ted Gutmann  
Secretary