

**COMPUTER AND TECHNICAL SERVICES DIVISION OF
SCLA EXECUTIVE BOARD MEETING
January 10, 2008
SCLS**

CALL TO ORDER

The meeting was called to order at 9:42 by Susan Ketcham, President. Present were: James Balletta, Joyce Bogin, Tom Cohn, Ted Gutmann, Mellissa Hinton, Susan Ketcham, Dana Mottola, Wendy Reeve, June Zinsley.

APPROVAL OF MINUTES

The minutes of 11-7-07 were approved on a motion by Wendy Reeve and seconded by James Balletta and passed unanimously.

TREASURER'S REPORT

June Zinsley reported on the account as of 10/31/07:

Checking	\$ 849.09
Savings	\$ 901.13
TOTAL	\$1750.22

June Zinsley reported on the account as of 11/30/07:

Checking	\$1083.76
Savings	\$ 901.13
TOTAL	\$1984.89

A motion to accept the Treasurer's reports was made by Dana Mottola, seconded by Wendy Reeve and passed unanimously.

Financial discussion ensued as to splitting with SCLS the fee/expenses for Helene Blowers. Invoices totaling \$397.49 will be presented to SCLS for reimbursement.

MEMBERSHIP

Mellissa Hinton reported that there were 162 members as of 11/7/07. Joyce pointed out that based on these enrollment numbers, next year's members-at-

large may be capped as the by-laws permit no more than 1 member-at-large per 25 members. A mailing to 22 lapsed members inviting them to reinstated membership was completed.

WEB PAGE REPORT

Ted Gutmann reported the web page is up to date, includes the minutes, and now provides links to the Suffolk Libraries Computer Users Group. Ted will update the website to reflect the makeup of the 2008 Board as follows:

President	Sue Ketcham
V/P-Pres. Elect	Ted Gutmann
Treasurer	June Zinsley
Secretary	Mellissa Hinton
Past President	Tom Cohn

Members-at-Large:

Programs	Jim Balletta	Library Tours	Cynthia Guzzo
Hospitality	Joyce Bogin	Archives	Min Liu
Undefined	Sally Glasser	Publicity	Dana Mottola
		Membership	Wendy Reeve

Cataloging Roundtable Convener: Michael Aloï

Sue collected emergency phone contact information for board members.

PROGRAMS

Past Programs

Annual Meeting “Library 2.0” (December 4, 2007) – The presentation by Helene Blowers was well-received. Costs will be split with SCLS as per above.

Upcoming Programs

Long Island Library Conference (May 8, 2007/Crest Hollow Country Club) Tom Cohn submitted the proposal for “Gadgets and Gear: Helping the Public Get a Grip on New Technology” to Sue Sloan, Conference Chair. Acceptance for the Conference has not been confirmed. Bob Johnson and Dominic Antonacci will present for the SLUGs. The program will cover

such issues as flash drives, GPS devices, etc. Conference program blurb will be edited to broaden the scope of the session to encourage a broader attendance beyond public library personnel.

Cataloging Roundtable – On behalf of Michael Aloï, Sue requested dates be set for the meetings: 3/18, 6/3, 10/14. Meetings will be booked for the SCLS blue room.

Joint Program with RASD – “Computer Instruction in Libraries: a roundtable meeting and information-sharing event for all library staffers who teach computer instruction classes in their libraries” is scheduled for 3/7/08, 10:00 a.m./9:30 for coffee at Longwood Public Library. Contact person is Debbie Antolini. Board agreed to have CATS co-sponsor. CATS will offer to share in providing refreshments. Sue will contact Debbie.

Annual Library Tour – Projected date: 6/20/08. Sue asked for recommendations to pass on to Cynthia. Joyce reminded the Board that the libraries do not have to be “new” or “newly renovated” to be of interest. Based on a review of past tours, the focus should be on eastern Suffolk libraries. Cutchogue, Mattituck, Southold were recommended.

Tech Services Forum – Projected date: 11/6/08. SCLS auditorium will be booked although the venue may be changed. Topic will be defined later. A potential topic for consideration is Encore and its tagging implications.

Sharper Training Solutions – Projected dates: 6/6/08, 6/13/08. Workshop on MS Office 2007. Part I Word; Part II: Outlook/Excel/PowerPoint.

Futurist Steve Abrams (Sirsi/Dynix) was suggested as a potential speaker for the CATS Annual Meeting. Projected date: 12/10/08. Ted Gutmann will contact him with regard to speaking at the annual meeting. Other futurist speakers may be considered. SCLS may be approached with regard to splitting costs again. Price might be negotiated depending on a full day’s worth of presentations.

Resource Description Access (RDA) – Tom Cohn suggested this as a future topic for a program that might be tied to the December 2007 LC report. It was suggested this might be a good topic to be covered in the Newsletter.

SCLA REPORT – Next meeting of SCLA Board is scheduled for 1/18/08. Ted will try to attend in Sue's absence.

NEWSLETTER

Tom Cohn provided copies of the Fall/Winter 2007/8 newsletter. Quality of the printing was a concern. Next issue date is projected for 3/15/08.

OLD BUSINESS

None

NEW BUSINESS

NEXT MEETING

Projected CATS Board Meeting Dates:

2/8, 3/10, 4/8, 5/1, 6/11, 7/10, 9/12, 10/6, 11/18, 12/10 (Annual Meeting)

Time: 9:30 a.m.

Place: SCLS (Room TBD)

ADJOURNMENT

A motion to adjourn at 11:50 a.m. was made by Joyce Bogin and seconded by Jim Balletta and passed unanimously.

Respectfully submitted,

Mellissa Hinton

Secretary