

**COMPUTER AND TECHNICAL SERVICES DIVISION OF
SCLA EXECUTIVE BOARD MEETING**

**April 7, 2008
SCLS**

CALL TO ORDER

The meeting was called to order at 9:42 by Susan Ketcham, President.
Present were: Michael Aloï, Tom Cohn, Ted Gutmann, Mellissa Hinton,
Susan Ketcham, Sally Glasser.

APPROVAL OF MINUTES

The minutes of 3/10/08 were approved on a motion by Michael Aloï and
seconded by Tom Cohn and passed unanimously.

TREASURER'S REPORT

None.

Sue presented bills for conference giveaways to be approved as follows:

Promotional Products: \$232.85 for 500 key chains.

Sue Ketcham outlay: \$43.45 for the Wifi Scout and MP3 player.

Conference total spent so far: \$276.30.

Michael Aloï moved to approve these bills; Sally Glasser seconded; passed
unanimously

INTRODUCTION

Sally Glasser, Member-at-Large, was introduced to the Board.

MEMBERSHIP

Sue Ketcham announced there are 190 members. Sue will verify the number
with Regina McEneaney. Two people on the CATS board have yet to
renew.

WEB PAGE REPORT

Ted Gutmann: No report. He will add Northport-East Northport under Sally
Glasser's affiliation on the web page.

PROGRAMS

Past Programs

Joint Program with RASD: Ted Gutmann moved to approve the following expenditures; seconded by Tom Cohn:

Debbie Antolini: \$9.35 for coffee, milk, half and half, orange juice;

Brian Adams, RASD President: \$43.45 for bagels.

The program was well-received and will be repeated in the fall. Sue recommended that the program attempt to reach out to academics by including database training. A list of courses taught at the 11 libraries represented was distributed. An informal survey conducted at the program showed that more libraries do not charge for programs than those that do.

Upcoming Programs

Long Island Library Conference (May 8, 2007/Crest Hollow Country Club) – Tom Cohn has made arrangements for equipment needed for the speakers' presentations. The speakers should provide their own bios. For the raffle drawing, "winners must be present to win." A Board member will need to bring a bucket for the raffle tickets.

Annual Library Tour – Sue announced that Cynthia plans to contact the following libraries this week: Cutchogue-New Suffolk, Mattituck-Laurel, Southold.

Cataloging Roundtable – Michael Aloï announced the next meeting is scheduled for Tuesday, 6/3/08.

Sharper Training Solutions – Projected dates: 6/6/08, 6/13/08. The workshop will cover MS Office 2007: Part I, Word; Part II, Excel.

Tech Services Forum – Projected date: 11/6/08. SCLS auditorium will be booked for now although the venue may be changed. The topic will be defined later. Encore and tagging implications were cited as potential topics for discussion.

Annual Meeting – Ted Gutmann contacted Futurist Steve Abrams of Sirsi/Dynix who agreed to be the speaker for the morning session on 12/10/08. His usual fee is \$1500 but can be waived because some Suffolk

libraries are Dynix users. Flight and hotel/meal fees will be picked up by the Division. Session titles and topics can be pinned down later.

Resource Description Access (RDA) – Tom will include an update on RDA in the upcoming Newsletter. The Board at this point felt the topic is too nebulous to develop a program at this time. Program tabled.

SCLA REPORT – Sue Ketcham reported on the 3/21/08 meeting. The following items were discussed:

- 1) Planning for a “fun” event: Suggestions included sponsoring a gambling night or a softball game between SCLA and NCLA, and barbecue/picnic. Details are yet to be determined.
- 2) A giveaway for the Conference has yet to be selected.
- 3) Next SCLA meeting is set for 4/18/08.
- 4) There are 753 members of SCLA; only 511 have renewed.
- 5) Suffolk County Legislative Breakfast is scheduled for 9/19/08 at Harborfields Public Library.

NEWSLETTER

Tom Cohn received submissions from Sue Ketcham and Michael Aloï for the upcoming newsletter. The tag cloud Wendy Reeve created for returning members should be included in the newsletter. Unfortunately, due to technical difficulties, no photo from Helene Blowers and the 2007 Annual Meeting is available. The newsletter should be ready in time for the Conference.

OLD BUSINESS

NEW BUSINESS

The Board began to review the CATS “Constitution.” The Board agreed that the proposed changes should be completed by July so as to include them in the ballot mailing in the fall. (See proposed changes as an addendum to the minutes.) Completion of the review was tabled until the next meeting.

NEXT MEETING

The next meeting will be held on Thursday, May 1 at 9:30am at SCLS in Bellport.

ADJOURNMENT

Upon general consensus, the meeting was adjourned at 11:59.

Respectfully submitted,
Mellissa Hinton
Secretary