

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

**September 5, 2008**

**SCLS**

**CALL TO ORDER**

The meeting was called to order at 9:35 by Susan Ketcham, President. Present were, Jim Balletta, Joyce Bogin, Tom Cohn, Ted Gutmann, Mellissa Hinton, Dana Mottola, June Zinsley. Also in attendance were Michael Aloï and Emily Clasper (substitute SCLS representative).

**APPROVAL OF MINUTES**

The minutes of 7/17/08 were approved on a motion by June Zinsley, seconded by Ted Gutmann and passed unanimously.

**TREASURER'S REPORT**

June Zinsley reported that as of 7/31/08

Checking:     \$138.87

Savings:       \$706.36

Total:         \$845.23

Motion to approve made by Dana Mottola, seconded by Jim Balletta, and passed unanimously.

Checks for second quarterly dues (\$450.50) from SCLA and from NCLA for conference reimbursement (\$109.90) were issued to June Zinsley by Sue Ketcham.

**MEMBERSHIP**

Sue Ketcham reported there are 174 CATS members as of August. A letter should be sent to people who had not renewed reminding them to renew membership. Jim Balletta will review membership lists to determine memberships of the Computer subgroup.

**WEB REPORT**

No report as per Ted Gutmann.

**PROGRAMS**

**Upcoming Programs**

**Technical Services Forum (October 30, 2008):** Jim Balletta reported that United States Ergonomics provided a price quote of \$300 for a two-hour session to be held at Schem Library. The forum will continue until 1:00. The session is designed to raise awareness of ergonomics risks and will be interactive. Dana Mottola will prepare the publicity flyer. A motion to approve the expenditure of \$300 was made by Joyce Bogin and seconded by Mellissa Hinton. Motion approved unanimously.

**Annual Meeting (December 10, 2008):** Ted Gutmann reported that the meeting will be held at the Brentwood Public Library Auditorium from 9:30-1:00. The Library will provide a computer projector and coffee set-up. CATS will provide food. Stephen Abram from SirsiDynix is the featured speaker. His \$1500 speaker fee was waived so only his travel expenses will be required. CATS will petition SCLA for reimbursement (up to \$1000 ) from the SCLA Board that has \$8000 designated in its program budget.

**Cataloging Roundtable (October 14, 2008):** A flyer should be sent ASAP. Tom Cohn will receive the responses.

**Publicity:** Three mailings are projected. (1) The Tech Services Forum, Cataloging Roundtable and elections nomination flyers should be sent in one mailing. (2) The annual meeting flyer and constitution amendments will be mailed together in November. (3) Ballots will be mailed by 10/15 and returned by 11/1 to Ted Gutmann.

**SCLA Dinner:** The annual dinner is planned for 11/14/08 at Bellport Country Club.

**SCLA Report:** Sue Ketcham did not address the LILC criticism of the CATS presentation as the subject was too old. A picnic will be planned for summer 2009. A new Civil Service Committee has been created and its chair, Celia Vollner from Brentwood Public Library, is looking for volunteers to participate.

#### **NEWSLETTER**

Tom Cohn reported the deadline is October 15 so the newsletter is ready for the December annual meeting.

#### **OLD BUSINESS**

**CATS Constitution:** Jim Balletta will format the changes in a style that will be discernible to readers prior to the mailing.

**Election Committee:** Ted Gutmann, Joyce Bogin, and Tom Cohn comprise the Nominating Committee. Concern about the number of members-at-large was expressed since the membership numbers reduce the number of members-at-large to six. The following people have expressed interested in being on the slate thus far: Ted Gutmann, Vice President/President Elect; Mellissa Hinton, Secretary; June Zinsley, Treasurer; Dana Mottola, Joyce Bogin, Jim Balletta, Tom Cohn, Wendy Reeve, Min Liu, Sally Glasser, and Cynthia Guzzo, members-at-large. Anyone interested in running should return the call for nomination form.

**Long Island Library Conference (May 2009):** Possible themes were discussed. Tom Cohn suggested RDA, cataloging code that is due out in 2009. Sue suggested Dana and Tom might bring ideas back from NYLA. Tagging vs. traditional subject headings was another topic. Joyce will call Innovative and see if someone there can present a program

or part of one. Tentative title: "Tag! You're it!" The deadline for the topic submission is in December.

**NEW BUSINESS**

**NEXT MEETING**

The next meeting will be held 10/6/08, 2008 at SCLS Blue Room.

**ADJOURNMENT**

A motion to adjourn at 11:15 was made by Jim Balletta, seconded by Tom Cohn and passed unanimously.

Respectfully submitted,  
Mellissa Hinton, Secretary