

**COMPUTER AND TECHNICAL SERVICES DIVISION OF
SCLA EXECUTIVE BOARD MEETING
February 5, 2009
SCLS**

CALL TO ORDER

The meeting was called to order at 9:41 by Ted Gutmann, President. Present were Joyce Bogin, Laura Giuliani, Mellissa Hinton, Susan Ketcham, Min Liu, Dana Mottola, Lauren Nichols, June Zinsley. Also in attendance was Michael Aloï.

Bob Johnson is a new member but was unable to attend due to a conflict.

APPROVAL OF MINUTES

The minutes of 11/18/08 were approved on a motion by Sue Ketcham and seconded by Joyce Bogin and passed unanimously.

TREASURER'S REPORT

June Zinsley reported that as of 12/31/08

Checking:	\$ 412.65
Savings:	\$ 709.92
Total:	\$1122.57

Motion to approve made by Min Liu and seconded by Laura Giuliani.

SLCS bill for printing of newsletter (\$167.22) presented to June Zinsley. Ted moved to approve the bill, seconded by Dana Mottola. Unanimously approved.

4th quarter membership payment was also received.

.MEMBERSHIP

Ted Gutmann reported there are 188 CATS members as of November 2008. Ted reminded all board members to re-enroll if they have not already done so.

WEB REPORT

The web page is up to date as per Ted Gutmann who will continue to maintain the CATS web page. New officers and the upcoming Cataloging Roundtable announcement have been added. Online registration for programs should be developed through the web page. Ted offered to create a closed board section to include a program registration site. Sue stated DASL uses a blog created through Word Press that might be considered a model. Ted will try to set up something in Google Groups.

PROGRAMS

Past Programs:

Annual Meeting (December 10, 2008): Ted Gutmann reported the program at Brentwood Public Library was a well-attended success in spite of the glitch with the speaker, Stephen Abram, being unable to attend. The cost of the phone call has yet to be determined. Ted will contact the Brentwood Library Director and thank him for the Library's gracious hospitality and assistance from the staff and formally request a copy of the bill for payment by CATS.

Upcoming Programs:

Cataloging Roundtable: Michael Aloï announced that eight people have signed up to attend the meeting scheduled for February 24, 2009. Future dates are scheduled for June 16, 2009 and October 13, 2009.

Long Island Library Conference: (5/8/09) Sue Ketcham announced the CATS program was accepted and assigned to the Emerald Room in the 8-9:05 time slot. Emily Clasper is confirmed to present the program on tagging. Raffles and giveaways should be considered. This can be discussed on the Google Groups site. Michael has mini mouse pads left over from an earlier Conference that can also be distributed. Ted will request a catalog from the same company as last year. Min suggested selling raffle tickets for a major prize but feeling among board members was mixed. Cynthia Guzzo should be asked if she still wants to create a raffle basket.

Future Programs:

Library Tour: Last year's tour group visited libraries on the east end, so the tour should be relocated westward. Ted suggested the south shore as a venue. Sayville and Patchogue libraries were suggested as possibilities, perhaps combined with a special library or collection. Dana suggested the Arboretum. Cynthia Guzzo may still be interested in making the arrangements. If Cynthia is unavailable, Sue Ketcham said she could make the arrangements.

Sharper Training Solutions: The last program offered by CATS was canceled due to low enrollment and evident lack of interest. Joyce suggested this type of program should not be offered in June; she suggested April as an alternative. Dana pointed out that libraries may not be inclined to approve programs if they already provide training in house. Min Liu announced LILRC will present a Sharper Training program later this year on Google Applications. LILRC is also considering a scanning workshop.

Fred Pryor Workshops: Joyce Bogin has organized such workshops in the past. She will investigate programs available from them. SCLA could be tapped for matching funds to offset the cost of the program.

Merging departments and restructuring was a topic suggested by Min Liu.

SCLA Report: Ted attended the 1/16/09 meeting. Highlights of the meeting are as follows:

- (1) Continuing education units (CEUs) have not been offered much lately by any SCLA division. SCLA is encouraging that more programs offer CEUs, given the fact that library students graduating after 2010 will require a certain amount of CEUs for a public library certificate. SCLA will have to devise a system for offering CEUs.
- (2) March 10 is Library Lobby Day. An 18% budget cut at the state level will effect library systems, CCDA funds, medical library loans. Funding, based on 1990 census data, is being cut. Legislative member items will no longer be available.
- (3) LI Library Conference was discussed.
- (4) There are currently 712 members of SCLA.
- (5) Creation of an Adhoc Committee for Communications was approved. Committee will also look at the web page and other venues for communicating.
- (6) SCLS Director Kevin Verbese reported that SCLS is looking to trim services and printing services are candidates for cutting.

NEWSLETTER: Given that SCLS may no longer provide printing, making the CATS newsletter available in electronic format only should be considered. Tom Cohn will continue as editor.

OLD BUSINESS

NEW BUSINESS

Projected CATS meeting dates for 2009:

Friday	March 13	Note: Min Liu will provide refreshments.
Monday	April 13	
Tuesday	May 12	
Wednesday	June 10	
Thursday	July 23	Location: Emma Clark Library
Friday	September 18	
Monday	October 19	
Tuesday	November 24	
Wednesday	December 9	

Location for all meetings is SCLS except as noted. Ted is open to having meetings at places other than SCLS.

Ted distributed a contact information sheet for weather events.

Committee/Member-at-large responsibilities have been assigned as follows:

Archives Committee	Min Liu
Hospitality	Joyce Bogin (Min Liu backup)
Newsletter	Tom Cohn
Membership	Wendy Reeve
Publicity	Dana Mottola

Programs	Laura Giuliani
Web page	Ted Gutmann
Computer User Group	Bob Johnson

CATS has a vacancy for a member-at-large due to the resignation of Jim Balletta. Ted will appoint his replacement as per the CATS constitution.

Computer User's Group: Their affiliation with CATS is not clear at this time.

NEXT MEETING

The next meeting will be held Friday, March 13, 2009 at the SCLS Auditorium.

ADJOURNMENT

A motion to adjourn at 11:31 was made by Sue Ketcham and seconded by Joyce Bogin and passed unanimously.

Respectfully submitted,
Mellissa Hinton, Secretary