

**COMPUTER AND TECHNICAL SERVICES DIVISION OF  
SCLA EXECUTIVE BOARD MEETING  
April 13, 2009  
SCLS**

**CALL TO ORDER**

The meeting was called to order at 9:43 by Ted Gutmann, President. Present were Joyce Bogin, Laura Giuliani, Mellissa Hinton, Bob Johnson, Susan Ketcham, Dana Mottola, June Zinsley, Danielle Zubiller. Also in attendance were Michael Aloï and Tom Cohn.

**APPROVAL OF MINUTES**

The March 2009 minutes will be approved at the May meeting.

**TREASURER'S REPORT**

June Zinsley reported that as of 3/31/09

Checking:	\$ 111.27
Savings:	\$ 711.41
Total:	\$ 822.68

Motion to approve by Sue Ketcham; seconded by Joyce Bogin; unanimously approved.

**MEMBERSHIP**

Ted Gutmann reported there are 201 CATS members as of March 2009.

**WEB REPORT**

The web page is up to date as per Ted. Description information for the LILC program and dates for the Cataloging Roundtable were added. Ted examined Word Press and says it will work for CATS as a communications tool if the Board decides to go forth with creating a blog.

**PROGRAMS**

**Upcoming Programs:**

**Long Island Library Conference:** (5/7/09) As per Ted, enough promotional items remain from earlier conferences so no new ones will need to be purchased.

Ted moved to authorize up to \$150 for a conference raffle item (GPS); seconded by June Zinsley; motion carried unanimously. Bob Johnson will purchase a GPS in the \$100 range as a raffle prize. Raffle ticket templates were on line last year. Sue will post the template to the CATS Google group page. Joyce will bring a box for the raffle.

Ted moved to approve \$100 + the surcharge to provide a Visa gift card for the speaker, Emily Clasper. Bob Johnson seconded; motion carried unanimously. Ted will purchase the gift card.

Ted will provide candy for the table.

Ted circulated a sign-up sheet for staffing the CATS table at the Conference.

**Cataloging Roundtable:** As per Michael Aloï, the next meeting is scheduled for June 16 at 9:30. Dana will prepare a flyer to advertise the meeting. Tom Cohn recommended that new copy be prepared for the Roundtable flyer and offered to prepare an updated description.

**Library Tour:** Cynthia Guzzo will make the arrangements. She recommended East Islip Library. Islip and Connetquot Public Libraries are two other recommended sites. Other suggestions for sites include Bayard Cutting Arboretum, Bourne Mansion, Library at St. John's in Oakdale, Sayville Maritime Museum Library, St. Joseph's College Library in Patchogue, Suffolk Community College Library. The date for the tour preferred by the CATS Board is June 12, 2009 with a backup date of June 26, 2009.

**SCLA Report:** Ted attended the March 20 meeting. He announced to SCLA that CATS is planning to offer a session on Office 2007 session in the fall of 2009 in response to a request at an earlier meeting. Another new committee to be chaired by Brian Adams was established for Student Outreach. Total SCLA membership is 768 members.

**NEWSLETTER:** Editor Tom Cohn attended the meeting to voice his opposition to the decision made in March by the CATS Board to publish the newsletter online only, with a print on demand option. He asked the Board to revisit the issue. Tom provided production cost estimates for a 4 page 11" x 17" double side printed document for two issues a year: \$135 from Minuteman Press from a digital file; \$153 for photo offset. An additional expenditure of \$195 will be needed for 2000 sheets of paper. 400 copies of each issue are printed. Mailing costs are approximately \$17. Tom explained that the newsletter is distributed to all CATS members plus every director of Suffolk County public libraries. Tom suggested an alternative distribution model that would allow members to opt out of receiving a paper newsletter as NYLA does with its newsletters. Laura moved that publication of the printed edition be reinstated with an option to allow people who do not want a printed version to receive email notification when the newsletter is available online; Joyce seconded. Motion carried: 7 in favor; 2 opposed.

On another note, Ted will prepare a review of the conference presentation for the fall 2009 issue of the newsletter.

## **OLD BUSINESS**

**Long Island Library Conference \$50.00 deposit for the table:** Ted sent in the required check and a letter citing the CATS Board's dissatisfaction with the deposit requirement. To date, he has received no response.

**Computer User Group:** Ted Gutmann announced that the next meeting of the Group will take place on Thursday, April 18. Ted was invited to speak to the Group and talk about CATS. Sue suggested the Group send some information to Tom Cohn to be included in the newsletter about what they are doing once they are established in CATS.

## **NEW BUSINESS**

### **NEXT MEETING**

The next meeting will be held Tuesday, May 12, 2009 at SCLS.

### **ADJOURNMENT**

A motion to adjourn at 11:10 was made by June Zinsley and seconded by Dana Mottola; passed unanimously.

Respectfully submitted,  
Mellissa Hinton, Secretary