

**COMPUTER AND TECHNICAL SERVICES DIVISION OF SCLA  
EXECUTIVE BOARD MEETING  
Minutes - May 12, 2009  
SCLS**

**CALL TO ORDER**

The meeting was called to order at 9:38 by Ted Gutmann, President. Present were Joyce Bogin, Mellissa Hinton, Bob Johnson, Susan Ketcham, Min Liu, Dana Mottola, June Zinsley. Also in attendance was Michael Aloï.

**APPROVAL OF MINUTES**

A motion to approve the minutes of March 13, 2009 was made by Sue Ketcham; seconded by Dana Mottola; approved unanimously.

A motion to approve the minutes of April 13, 2009 was made by Bob Johnson; seconded by Sue Ketcham; approved unanimously.

**TREASURER'S REPORT**

June Zinsley reported that as of 4/30/09

Checking:	\$ 87.98
Savings:	\$ 711.41
Total:	\$ 799.39

A bill for \$162.93 for the LILC raffle prize was presented by Bob Johnson. Ted moved to approve the additional amount (sales tax) for the raffle prize; seconded by June Zinsley; approved unanimously.

Ted Gutmann presented a receipt for the LILC honorarium in the amount of \$105.95. A motion to approve was made by Ted Gutmann; seconded by June Zinsley; approved unanimously.

Ted also gave June the SCLA membership check.

**MEMBERSHIP**

Ted Gutmann reported there are 201 CATS members as of March 2009. Regina McInerney will be removing people from the membership roster who have not renewed their memberships. Recruitment letters should be sent by Wendy Reeve when she is able to do so.

**WEB REPORT**

The CATS web page was updated after the Conference as per Ted. Cataloging Roundtable and library tour dates were added. A link to the LILC presentation was provided.

## **PROGRAMS**

### **Past Programs:**

**Long Island Library Conference:** (5/7/09) Ted indicated the program was well received with approximately 150 in attendance. The raffle prize was a popular one with 248 entries. The Power Point presentation has been posted on the CATS page for people to view. Tom Cohn took pictures and Ted prepared a write-up for the newsletter.

### **Upcoming Programs:**

**Library Tour:** (6/12/09) Cynthia Guzzo made the arrangements for the annual tour which will begin at Connetquot Public Library where breakfast will be provided, followed by a visit to East Islip Public Library, a break for lunch (self-provided), and an afternoon tour of Patchogue-Medford Library. Flyers will be sent in the same mailing as the Cataloging Roundtable flyer.

**Cataloging Roundtable:** (6/16/09) Dana Mottola will prepare a flyer to advertise the meeting. Ted Gutmann will send out a reminder on the email list.

**Open Source Software:** Bob suggested a demonstration of either (1) open source operating systems compared to the MS version, or (2) Open Office. Bob will present several options at the next meeting. The Computer User Group should be involved. This program may be conducted in two parts. The first part will provide basic information answering the question, "What is open source?" Part 2 will provide more specific information.

**Sharper Training Solutions Program:** A hands-on workshop on Office 2007 will be offered by CATS but no dates are set.

**SCLA Report:** Recapping the most recent meeting, Ted Gutmann announced the new SCLA website was unveiled. The Community Service Committee is considering sponsoring a recycling initiative. A continuing education program on Robert's Rules of Order may be offered in June. There will be no SCLA meeting in May 2009. The legislative breakfast at Brentwood Public Library is scheduled for September 25, 2009. The next SCLA Board meeting is scheduled for June.

**NEWSLETTER:** Ted gave Tom Cohn an article on the Long Island Library Conference and will write the "Meowsings" column.

## **OLD BUSINESS**

**Creation of Computer User Group Committee:** Ted Gutmann attended the meeting on April 18. The members of this group agreed to be organized under the umbrella of CATS. The group should follow the model established by the Cataloging Roundtable.

Their charge will be to hold regular meetings, make recommendations to the CATS Board for programs, and serve as liaison with other groups as needed. Joyce Bogin recommended the name be changed to reflect the broader nature of the group and suggested the "CATS Technology Forum." Charges for both Technology Forum and Cataloging Roundtable will need to be created.

**CATS Blog:** Ted Gutmann created a Word Press blog and sent the link to Board members. He will continue to develop the blog.

**New Banner:** Bob Johnson's library has a machine that prints banners on fabric for the cost of materials. He will bring a sample to the next meeting.

**New CATS Logo:** Ted Gutmann asked: "Is it time for a new logo?" The Board will consider this at another meeting.

## **NEW BUSINESS**

### **NEXT MEETING**

The next meeting will be held Wednesday, June 10, 2009 at SCLS.

### **ADJOURNMENT**

A motion to adjourn at 11:00 was made by Sue Ketcham; seconded by Dana Mottola; passed unanimously.

Respectfully submitted,  
Mellissa Hinton, Secretary