



Meeting minutes

Date: February 18, 2014

Time: 10:00 am

Location: Blue Room SCLS

**Attendees:**

James Matias, Xibe Solis, Kelly Harris, Stephen Ingram, Bob Johnson, Lisa Bitran

**Non Attendees:**

Min Liu, Mary O'Grady, James Clemens, Eileen DeSimone, Tom Cohn, Paul Zukowski, Dominic Iadicicco, Eileen Keller (SCLS)

Call To Order: 10:05 am

1. Approval of the minutes: RJ, LB
2. Treasurer's Report: Read by James Matias sent via email
  - Closing balance per NYLA as of January 31, 2014: \$20,011.67
  - Income Revenue from CATS membership dues in January 2014: + 2.00
  - Total Expenses in January 2014: 172.26
  - Four Reimbursements - NYLA Checks Payable to:
    - 1) Stephen Ingram for lunch at December 2013 meeting – Hospitality \$99.56+Postage \$9.66  
=\$109.22
    - 2) Eileen DeSimone for sending reimbursement forms to NYLA – Mailing Reimbursement  
Rec \$ 4.62
    - 3) James Matias for mailings – Stamps \$12.42
    - 4) Paul Zukowski for postage – Stamps \$46.00
  - Closing Balance per CATS Treasurer as of February 17, 2014: \$1,841.41
3. President's Report: Visited Touro; finalizing plans for Library Tours at Touro and Smithtown
4. Archives: No Report
5. Technology Information Forum (TIF): Canceled in February, March meeting @ Hampton Library in Bridgehampton, April TIF will be a joint meeting with Nassau
6. Hospitality:
7. Membership: Stephen is working on it. Needs a List

8. Newsletter: No Report
9. Publicity: Lisa Bitran will work on flyer for RDA on 3/26 and LILC
10. Program:
  - a. Discussion of Raffle (free vs paid) and Membership Drive. Giveaways? Stylus Pens or Tablet stands?
  - b. Library Tour: Firming up plans. Tour will begin at Touro, break for lunch, then tours of the Main and Nesconset Branches of Smithtown. Tour will be April 25.
  - c. RDA Group: Scheduled for March 26. Similar format to Cataloging Roundtable
11. Web Site: Evaluation form is on website
12. Old Business
13. New Business
14. Next Meeting: March 18, 2014 @ 10 am SCLS Blue Room
15. Adjournment: 10:34 am

Submitted: Kelly A. Harris