



## Approved Meeting minutes

Date: 4/4/24

Time: 10 a.m.

Location: SCLS - Blue Room & Zoom

**Attendees:** Bob Johnson, Mary O'Grady, Alison Mirabella, Nicole Parisi Eberle, Stephen Burg, Anthony Giansante, Debbie Antolini, Danielle Bliss, Rebecca Goldstein, Andrew Tarantowicz, Samantha Uebel, Stephen Ingram (guest speaker)

**Non-Attendees:** Steve Alcalde, Julia Sukhu, Michael Bartolomeo, Chris DeCristofaro, Sara Fade, Roseann Mammina

Call To Order: time: 10:05 a.m.

- Approved by Anthony Giansante
- Seconded by Samantha Uebel

### Approval of the minutes:

Corrections: none

- Approved by Anthony Giansante
- Seconded by Stephen Burg

### President's Report:

Bob Johnson reported that he is working on fundraising ideas. TIF and EECC have been going really well. SCLA/PLDA mixer last week at James Joyce was run really well. There were 55-60 attendees. We had two giveaway baskets. It was a great event and Bob would like to express his gratitude to Colleen and Anthony who set everything up.

### Treasurer's Report:

Alison Mirabella reported that our balance as of 3/29: \$1,302.89. If anybody has receipts they can scan them and send them to [alisonm@longwoodlibrary.org](mailto:alisonm@longwoodlibrary.org)

**Archives:** Send documents for archives to [sclacatsarchive@gmail.com](mailto:sclacatsarchive@gmail.com).

**Technology Information Forum (TIF):**

Alison Mirabella reported the last TIF meeting was March 14<sup>th</sup> at 2:00 PM on Zoom. There were 26 participants. The next meeting will be a joint meeting with EETC on May 7th. Is there a flier we can send to our members to advertise the event? Samantha said she can make a flier.

**East End Tech Coalition (EETC):**

Anthony spoke about the CATS/EETC *Supporting Staff Through Changing Tech Trends With James Hutter* program. He said over 100 people registered for that program.

**Tech Services Round Table:**

Debbie Antolini reported that the next Round Table meeting will be Monday, April 29, 10am-12pm at SCLS. The flier is on our website, and will also be sent via the Google Groups shortly.

**Hospitality:** (Debbie) None reported

**Membership:**

Stephen Ingram gave a presentation on the membership management software, Wild Apricot. He demonstrated how to register for a program as an attendee, and also how the administration side works. With Wild Apricot we can keep track of all future programs, program attendees, and even award CEU credits. Wild Apricot is linked to SCLS's membership, so it will tell if someone is a current member, a non-member, or if their membership has lapsed. There are two types of events in Wild Apricot; simple, and advanced. Simple events are free events which require an RSVP. Advanced events can be free or paid, and offer additional information like a Zoom link and description. We would be able to provide membership lists for CATS programs going forward. Bob mentioned that the last time we will use Google Forms will be for the upcoming Tech Services Round Table program, and then we will switch to Wild Apricot.

Motion to approve the use of Wild Apricot:

- Approved by Stephen Burg
- Seconded by Anthony Giansante

**Newsletter:** (Sam)

Bob Johnson will send Samantha Uebel a blurb to go in the newsletter. It will focus on fundraising and programs.

**Publicity:**

None reported

**Programs:**

Long Island Library Conference coming up on May 9th. Bob purchased the multi-color pens for approximately \$370 to give away at the conference. Stephen Burg asked if we can send out an email reminding conference registrants that this year will be cashless. All donations will be done through the Wild Apricot system. Under the comments field you will write in which organization you are donating to. Anthony said he would send the email. Bob said he will contact Julia regarding the table cloth. Bob will organize a schedule for the table. Bob is planning on printing photos of CATS programs/events through the years, and will display them at the table. He is working on offering 2 gift baskets: one with coffee/tea items, and one with wine or whiskey items. Nicole will laser-engage the CATS logo onto wine/whiskey glasses.

**Web Site:**

Stephen Burg asked Stephen Ingram if it was possible to upgrade our website. He said he will take a look at new templates and layouts from WordPress.

**Old Business:** None reported.

**New Business:**

In regards to sponsorships, Bob would like to go to businesses that are library-related and offer them advertising space on the back of our newsletter, website, or at our programs. He mentioned a business card-size piece of advertising for around \$250. So far he went to an electrical firm near SCLS, and a solar business and inquired if they would be interested in something like this, and both said yes. These businesses would just be sponsors, and not actual members of CATS. This would give us the potential to raise hundreds, or thousands of dollars per year to reinvest back into our program and giveaway budgets. Bob is going to draft a "Thank you to our sponsors" letter and send it to the board.

Motion to approve Sponsorships:

- Approved by Alison Mirabella
- Seconded by Samantha Uebel

**Division Highlights:**

Congratulations to all the libraries whose budgets passed this week!

**Next Meeting:** Thursday, May 2nd at 10 a.m.

**Adjournment:** time: 11:07 a.m.

- Approved by Anthony Giansante
- Seconded by Stephen Burg

Respectfully submitted,  
Nicole Parisi Eberle