



REFERENCE & ADULT SERVICES DIVISION  
A DIVISION OF THE SUFFOLK COUNTY LIBRARY ASSOCIATION

**Board Meeting Minutes**  
**May 12, 2020**  
**Suffolk Cooperative Library System, Bellport, New York 11719**

The meeting was called to order at: 12:04 PM.

**Members Present:** Emily Guerrero, Rachel Cecchini, Rosa Todaro, Alex C, Jo-Ann Carhart, Amber Gagliardi, Jessica Newmark, Joan Cook, Wendy, Azuree Agnello, Nicole Berroyer, Robert, Kelly Phillipone, Jessica Giannetti, Dave J, Nicole Rambo, Adriana LoDolce, Morgan Brett, Wonda, Sal Filosa, Inez Foster, Alex Blend

Emily Guerrero made a motion to approve the March 2020 minutes with no corrections. Approved by Morgan Brett and Jessica Giannetti.

**President's Report:** Emily reported:

- SCLA will have another virtual Board Meeting on May 15th and we will be making a solidarity video.
- The Board asked what we think SCLA could be doing to help during this time.
- The statewide budget will be cut by 20% so all libraries will most likely be feeling that in one way or another. It was suggested that everyone continue to track everything they do from home so that we can show all of our hard work. LILRC reported that they are working on planning for that cut.
- We haven't heard from the new Finance person at NYLA, so we are hoping everything is okay with them but we have no new SCLA finance reports and I assume we will have trouble getting RASD reports as well.
- The Annual Dinner planning is on hold for now until the next meeting as they consider the availability of the venue and also the current situation at large. Having an outdoor lunch opposed to an inside dinner was brought up and so was postponing until next year. The issue with the awards was also considered and TBD.
- The LDA award will be given to the winner this year but will be presented to them officially next year.
- The Long Island Library Conference Committee has confirmed the Marriot honored their pricing for next year and most of the vendors that were set to be at the 2020 conference will still be at the 2021 conference, as will the keynote speaker. They said that the divisions will have the option of keeping our approved programs for 2021 unless there is a program that might have been time-sensitive for 2020. We are working to figure out how and when the Best Awards will be distributed.
- Brian Schwartz suggested doing a Virtual Trivia Night and/or a Virtual Mixer.

- Nobody has been hired yet to take on the membership position at NYLA, so Jeremy is taking all membership questions himself.
- The SCLA Newsletter deadline is June 15th and I am hoping that we might be able to add some content. If any committees have decided on any virtual programming or want to display something that they have been working on or want to add some info they think might be helpful, please let me know so I can forward that on.
- The nominations are up in the air right now and we need to talk with Jeremy about when the new deadline for that will be.
- We will be finding out more about the civil service tests that were rescheduled, were due to be given and results to be put out in 2020. I will update you more on that as SCLA looks into it.
- The NYLA conference is NOT canceled as of right now. SCLA met in Albany on March 3rd and since then we have no further information. We are supposed to be getting the official information for the conference on April 30th, so we are assuming we will hear more at that point however the registration isn't set to begin until July 1st, so Jeremy might push back a decision on the conference closer to that date. We will keep you posted.

**Treasurer's Report:** Wendy Bennett reported that the opening balance was \$4,985.66. **Total revenues** was \$3.00 from new member and continuing dues. **Total expenses** was \$0. The **closing balance** as of May 12, 2020 was \$4,988.66.

**Outstanding: (submitted to NYLA)**

**Total: 0**

**Approved Expenses: (NOT YET submitted to NYLA)**

*Long Island History Committee showcase for \$50.00*

*Gift Basket for Long Island Library Conference Raffle for \$25.00*

*MOSAIC Breakfast for \$150.00*

*Terracotta pots for seed library meeting @ MIDC for \$60.00*

*Stainless straw set giveaway for LILC for \$278.45*

*New Adult meeting at Sachem for \$130.00*

*LILC 2020 Speaker for \$1,000.00*

**Total: \$1,693.45**

**Career & Business Reference Services Committee (C&B):** Nicole Berroyer reported that the last meeting was on February 13th. The committee has changed its name to the Career and Business Reference Services Committee. The next meeting is TBD.

**Electronic Resources:** Dave Jones reported that due to Suffolk County Libraries being closed, he has decided to postpone the June 11th Electronic Resources Committee meeting at SCLS.

- Current plans involve setting up an online demonstration comparing and contrasting Niche Academy and KnowBe4 for creating library-specific online training.

- Many people are familiar with using knowBe4 for conducting the annual Sexual Harassment training, but you can also use it to create training your own training on any topic you choose.
- He is also going to begin creating the Electronic Resources Committee webpage.

**Health Concerns:** Sal Filosa reported that committee members met virtually last Thursday. They discussed starting an open Google doc to explore what libraries are doing for their staff in terms of self-care and mental well-being. They are also working on collaborating with LILRC on an online self-care retreat. The next meeting will be on June 18th at 2PM.

**Historian:** Robert Cognato reported that he's up to date on the minutes, and will add the new financial reports.

**Long Island History:** Inez Foster reported that the program showcase had to be cancelled. Programmers were very understanding and are willing to reschedule. The June trip is also cancelled. The committee is looking to hopefully have a meeting in September.

**Long Island Reads:** Mara Zonderman reported that the committee's annual event, at which it presents this year's honoree, is always held in April, and everyone was initially very disappointed to have to cancel this year's event. However, the committee was able to pivot to holding the event on Facebook Live. With almost 1,400 people viewing, either live or subsequently, the event was a success. So, although many of the smaller programs that were to be held at individual libraries were cancelled, the committee is thrilled at the reach it was able to have due to the new online model.

**M.O.S.A.I.C.:** Amber reported that MOSAIC's March meeting was cancelled, and the breakfast is cancelled as well. A meeting might be held in the future to discuss literacy programs online.

**Media:** Nicole Rambo reported that the committee's last meeting was cancelled. The committee is considering putting together a list of resources and Youtube tutorials about making online content.

**Member-at-Large:** Jessica reported that the LILC was cancelled, as well as the orders for the giveaways. Kelly reported that planning on the luncheon is postponed as of now. Emily said venues may not be taking anything at this point. She asked the board what they think. Rachel suggested postponing the luncheon. The Board agreed to postpone until 2021.

**Membership:** Jessica Newmark reported that we now have 204 members.

**New Adults:** Alex Cranshaw reported that the last program the committee planned is being delayed, and will be rescheduled as a virtual program.

**Outreach Committee:** Adriana LoDolce and Catherine Montazem reported that the May 4th meeting was postponed, and is rescheduled for June 1st at 10:00 AM. The committee is communicating via email. Also,

Northwell Health will be doing a free program on Kawasaki disease. The program will be shared with libraries so patrons can sign up.

**PR & Marketing:** Jo-Ann Carhart reported that she will start to push the committee's award, as there may be interesting virtual campaigns going on now. She also plans to send out links to articles on programming virtually.

**Programs:** No Report.

**Ramblings:** No Report.

**Reader's Advisory:** Azuree Agnello reported that the April meeting was cancelled, and will be pushed to September. They will be carrying over the same topic, historical fiction. Also, the blog is updated with annotations from January.

**Web Page:** Wonda Miller reported any changes or announcements can be sent to her for the website.

**New Business:** Emily reported that the SCLA newsletter deadline is June 15th. Send anything you'd like to advertise to Emily.

**Old Business:** Ally Mercado from SCLA needs nominations for next year's board. Rachel is looking for a Vice President Elect for 2021/2022. If you know someone who's interested, ask them to email Rachel.

The board's next meeting will be June 2nd at 12 PM.

The meeting was closed at 12:37 PM.

Respectfully submitted,  
Rosa Todaro

## 2020 RASD Board Meeting Schedule

<b>Date</b>	<b>Location and Time</b>
Tuesday, January 7, 2020	SCLS- 9:30AM Coffee, 10:00AM Meeting
Tuesday, February 4, 2020	SCLS- 9:30AM Coffee, 10:00AM Meeting
Tuesday, March 3 , 2020	SCLS- 9:30AM Coffee, 10:00AM Meeting
Tuesday, April 7, 2020	SCLS- 9:30AM Coffee, 10:00AM Meeting
Tuesday, May 12, 2020	Virtual Meeting, 12:00 PM
Tuesday, June 2, 2020	Virtual Meeting, 12:00 PM
NO JULY MEETING	
Tuesday, August 4, 2020	SCLS- 9:30AM Coffee, 10:00AM Meeting
Tuesday, September 15, 2020	SCLS- 9:30AM Coffee, 10:00AM Meeting
NO OCTOBER MEETING	RASD ANNUAL LUNCHEON
Tuesday, November 3, 2020	SCLS- 9:30AM Coffee, 10:00AM Meeting
Tuesday, December 1, 2020	SCLS- 9:30AM Coffee, 10:00AM Meeting

(Subject to change)