



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

Board Meeting Minutes
April 6, 2021
Suffolk Cooperative Library System, Bellport, New York 11719

The meeting was called to order at 10:01 am.

Members Present: Sal Filosa, Rosa Todaro, Amber Gagliardi, Alicia Collumbell, Jo-Ann Carhart, Jessica Giannetti, Dave Jones, Stephanie DiChiara, Nicole Berroyer, Joan Cook, Kelly Filippone, Sean Walls, Wendy Bennett, Adriana LoDolce

Sal Filosa made a motion to approve the March 2021 minutes with corrections. The motion was seconded by Nicole Berroyer and Dave Jones.

President's Report: Rachel Cecchini reported:

- Rachel has stepped down from the media committee. All related inquiries can be forwarded to Nicole.
- Regarding the SCLA program series, there will be no SCLA representative at the programs. There should be an RASD representative present. Rachel will come up with a general script for representatives to use.
 - More than half of the program series registrants are not members of RASD, so we would like this to be a membership push as well.
 - Everyone should have received Alicia's flyer. Please share it, along with Carisse Mitchell's flyer, among your staff.
 - SCLA has created all of the Zoom links for the programs, and Alicia and Rachel are monitoring registration. They will email all registrants links to the meetings before each program.
- Rachel has created an official RASD gmail account, which will be housing all registration forms. She will email the account's information to everyone.
 - RASDofSCLA1939@gmail.com
 - This account can be used by any board member for RASD-related matters

Treasurer's Report: Wendy Bennett reported:

The opening balance was \$4,913.35. **Total revenues** were \$5.00. **Total expenses** were \$112.00. The **closing balance** as of April 6, 2021 was \$4,806.35.

Outstanding: (submitted to NYLA)

None.

Total: \$0.00

Approved Expenses: (NOT YET submitted to NYLA)

PR & Marketing Award, \$85.75

Career & Business Reference Services Committee (C&B): Nicole Berroyer and Alex Blend reported: May meeting has been moved from May 13 to May 6 at 3pm. C&B will host a program for the professional development series titled Online Resources for Small Businesses, which will be presented by Alex Blend from the Miller Business Center at Middle Country Public Library.

Electronic Resources: Dave Jones reported: Starting on April 1, 2021, SCLS began offering two new employment resources for member libraries and their patrons from Brainfuse called JobNow and VetNow. JobNow is a suite of services and tools to help users in every step of their job search. Patrons have access to resume assistance, career planning, and interview coaching. VetNow supports veterans and their families in navigating the VA bureaucracy, providing academic tutoring, and assisting with employment transition. Tools include a benefit's navigator, job tools, and college prep skills resources. I will be adding information including tips on how to use both services to the Electronic Resources blog.

Health Concerns: Sal Filosa and Stephanie DiChiara reported: The Health Concerns Committee has welcomed a new co-chair, Stephanie DiChiara of Sayville Library! Stephanie has been on the committee for several years and has increasingly taken on more responsibility, most recently, overseeing the topic guide pages for our annual programs. We look forward to working together to bring quality professional development opportunities for our colleagues to benefit our communities.

Historian: Robert Cognato reported: Archived the Winter Ramblings and Professional Development Flyers. Will add the minutes for March 2021 when approved.

Local History: Caren Zatyk and Kelly Filippone reported: Our formal request to have the committee's name changed to the Local History Committee and to revise the committee's

mission statement was approved on April 1st. We will work on updating our website to reflect the changes. Our last committee meeting was on March 11th where we discussed the Virtual Programmers' Showcase. Plans are coming along and it will most likely be held some time this summer. Our next meeting will be on Thursday, May 15th at 9:30am.

Long Island Reads: No report.

M.O.S.A.I.C.: Amber Gagliardi and Michelle Athanas reported: The Google doc listing English conversation groups has been added to the website. The document can be edited at any time. Feel free to update and use this resource, and share it with your colleagues. We are also planning to update it with citizenship programs.

MOSAIC is also planning to create a June program that will highlight online resources available for literacy tutors and English teachers. This would be in lieu of the June breakfast, and could be a membership push as well. Amber is thinking of giving out digital gift cards to the first 20-25 members that sign up. The date is TBD, potentially June 15th. The program will be a panel discussion featuring MOSAIC members.

Media: No report.

Member-at-Large: Laurie Aitken and Jessica Giannetti reported: We might have found a possible speaker for our virtual luncheon if we are still planning to have a virtual luncheon in October. Topics of interest include: building morale in a pandemic, barriers to diversity, unintentional inequity. <https://americanlibrariesmagazine.org/authors/meredith-farkas/>

Membership: Kelly Filippone reported: RASD currently has 174 active members. We are still working to verify that all board members are active in RASD. If I emailed you regarding your status, please let me know if I can help you in any way or if you are running into issues with NYLA.

New Adults: No report.

Outreach Committee: Adriana LoDolce and Catherine Montazem reported: The next meeting will be held on Wednesday, June 2 at 10:00 am via Zoom. There will be a speaker from New Horizons. Catherine was able to get a speaker for the professional development series.

PR & Marketing: Jo-ann Carhart and Joan Cook reported: Joan has updated the committee blog. All of the prizes, certificates, and letters to the Directors have gone out to the appropriate libraries in the system bag. Jo-Ann is submitting the form to get reimbursed for \$85.75 for the plaque plate, trophy and ribbons. We submitted an article for the SCLA

newsletter and for Ramblings. We would like to have a well known speaker do a workshop in June, but she charges \$400 for a virtual workshop. Is that something we could afford? We have had close to 30 people attend our last two meetings.

Jo-Ann asked if anyone has a program planned for June 17. Amber has a program planned for June 15, so perhaps the committees could cross-promote. Sal responded that finding a co-sponsor might be a good idea, and could increase attendance. Jo-Ann asked if we could do an email vote on the final amount for the workshop. Sal responded that we can.

Sal reminded the committee to send firm program dates to both Wonda and Stephen Ingram.

Programs: Alicia Collumbell reported:

A big thank you to those who have and continue to assist with the Professional Development Series for May! We have (4) great programs that will be hosted by RASD or RASD members in collaboration with other Divisions. Advertising for the series began on April 1 and I would like to encourage all members to spread the word amongst your libraries. Remember this event and all programs are open to **all** library staff not just librarians. Flyers were distributed via email, but I can resend them to anyone who may need them or have additional persons who would like to have copies. Rachel Cecchini and I are coordinating registration for our RASD sponsored programs. Please, let us know if any questions or concerns come up. You can also feel free to give any potential registrants who have questions the new RASD email: rasdofscla1939@gmail.com.

As of this morning (4/6/21), we have nine registrants for Online Resources for Small Businesses, eighteen registrants for Be Our Guest at the Desk and eight registrants for Pathways for At-Risk Adults. We have gotten some questions to our RASD email also, so it appears that with under a week of advertising, we are well underway for the May series.

Ramblings: Sean Walls reported: Thanks to all who helped and contributed to the latest installment of *Ramblings*! We were able to get the issue out in a timely fashion. If you haven't gotten a chance, I encourage you to [check it out](#) and see what all your colleagues have been up to! If you'd like to add your contribution to the next edition, please reach out to me at swalls@smithlib.org or to add your submission to [this document](#).

Sal Filosa encouraged the board to share Ramblings with their staff and colleagues.

Reader's Advisory: Azuree Agnello reported: Our next meeting is Thursday, April 29 via Zoom. The topic is "Books You May Have Missed: 2000-2010".

Web Page: Wonda Miller reported: If anyone has updates for the website they can be sent to my email, wmiller@johnjermain.org.

New Business: Regarding the program series, Nicole asked: Is someone from SCLA starting the meeting and then passing the hosting rights over to us? Alicia responded that we will be given the login information, and a representative from RASD will likely kick off the meeting.

Old Business: None.

The meeting was closed at 10:38am.

Respectfully submitted,
Rosa Todaro

2021 RASD Board Meeting Schedule

Date	Location and Time
Tuesday, January 5, 2021	Virtual Meeting, 10:00am
Tuesday, February 2, 2021	Passive Meeting
Tuesday, March 2, 2021	Virtual Meeting, 10:00am
Tuesday, April 6, 2021	Virtual Meeting, 10:00am
NO MAY MEETING	
Tuesday, June 1, 2021	SCLS- 9:30AM Coffee, 10:00AM Meeting
NO JULY MEETING	
Tuesday, August 3, 2021	SCLS- 9:30AM Coffee, 10:00AM Meeting
Tuesday, September 14, 2021	SCLS- 9:30AM Coffee, 10:00AM Meeting
ANNUAL RASD LUNCHEON (TBA)	
HEALTH CONCERNS BREAKFAST (TBA)	
Tuesday, December 7, 2021	SCLS- 9:30AM Coffee, 10:00AM Meeting

(Subject to change)