



REFERENCE & ADULT SERVICES DIVISION

A DIVISION OF THE SUFFOLK COUNTY LIBRARY ASSOCIATION

Board Meeting Minutes

April 4, 2023

Suffolk Cooperative Library System, Bellport, New York 11713

The meeting was called to order at: 10:02 AM

Members Present: Mary McNulty, Azuree Agnello, Jim Garvey, Kelly Filippone, Alicia Columbell, Nicole Berroyer, Jessica Giannetti, Wonda Miller, Valerie Harrison, Amber Gagliardi, Patricia Cruz, Michelle Rung, Sal Filosa, Lauren McDermott, Jessica Brown

Excused Members: Caren Zatyk, Sean Walls, Stephanie DiChiara, Adam Zoffranieri

Kelly Filippone made a motion to approve the minutes. The motion was seconded by Alicia Columbell.

President's Report: Kelly Filippone reported: There was an SCLA meeting on March 17, during which it was reported that Alex Blend will be stepping down as president to take over the Sustainable Librarian position at SCLS. Carisse Mitchell will be serving as interim president, and the board will vote to approve her as 2023 president in April.

LI Library Conference - SCLA was approved for 5 tables, for the 5 divisions plus SCLA. RASD will have their own table. SSD and DASL will be combined into one table. The RASD table will need to be staffed and RASD is looking for volunteers. As of March 17, 126 people were registered for conference. Things will be approved in April in terms of money for the conference.

Event registration will be through Wild Apricot. Eventually all events will be hosted through Wild Apricot. Wild Apricot is better when fees need to be collected, but does not keep an attendance list, you must keep a list yourself. However you and your committee do this will be fine. These lists should be sent to SCLA to the continuing ed chairs, who keep a running list of attendance for members. You can send them either to Kelly, or to Angela Breslin.

Emails went out for nominations for SCLA positions - 4 need to be filled:

VP/President-Elect, Secretary, Treasurer, Networking Member at Large. We encourage you

to nominate yourself or to encourage anyone you know to volunteer. Slates need to be in by the beginning of May

For the Executive Board, RASD- VP/President-Elect, Treasurer, Secretary are open. Feel free to stand yourself or reach out to anyone who is interested.

Programs chair is an appointed position that has been empty, this would also be a helpful position to fill.

In Person Meetings - we have submitted requests to use the Blue Room at SCLS for June 6 and October 3, no confirmation yet. Plan to be at SCLS unless something changes.

Treasurer's Report: Valerie Harrison reported:

The following treasurer's report is for **March 2023**. The opening balance for March 2023 was \$4,342.09. Total revenues were \$15.00 from membership dues. The **closing balance** for March was 4,357.09.

Expenses coming up: * LILC (5/23) Speaker Growing a Seed Library fee- \$200.00

Career & Business Reference Services Committee (C&B): Nicole Berroyer and Alex Blend reported: On Tuesday, April 18 at 2:30 pm the Career and Business References Services and the Outreach Committees will be hosting a joint committee meeting at the Long Island Cares facilities.

The tour of the Center for Community Engagement and the Harry Chapin Regional Food Bank begins promptly at 2:30pm where we will learn about all of the resources and programs they provide to those in need. The tour should last approximately 45 minutes. There will be committee meetings following the tour in the LI Cares Community Engagements meeting rooms.

Emerging Technologies: Nicole Rambo reported: No report

Health Concerns: Stephanie DiChiara and Michelle Rung reported: The Committee has selected "Caregiving" as the topic for this year's Topic Guide and annual Breakfast program. We will begin working on the guide and finding a speaker for the breakfast. Please reach out to either Stephanie or Michelle with any suggestions you may have.

Local History: Caren Zatyk and Kelly Filippone reported: We are hoping to schedule our spring meeting but there is no date yet. They may be at Smithtown with a tour of local history collection

Long Island Reads: Mara Zonderman reported: No report - tickets are available for the LI Reads event through EventBrite

M.O.S.A.I.C.: Amber Gagliardi and Michelle Athanas reported: We did decide on a date and topic for the breakfast - June 14 in the auditorium at SCLS. The speaker will be Literacy NY, which will be presenting about basic literacy for adults who are illiterate. This event will focus on recognizing disabilities and how to identify them, along with a list of resources. Providing breakfast - motion for \$250 to cover expenses, second motion for Speaker (fee tbd), to travel from upstate, seconded by Nicole and Azuree, motion passed.

New Adults: Alex Cranshaw and Andrew Mihopulos reported: No report

Outreach Committee: Alicia Collumbell reported:

Please register to join if you wish to attend the joint C&B and Outreach Committees tour of LI Cares facility with committee meetings to follow, scheduled for **Apr 18, 2023 @ 2:30pm**. You may register here: <https://scla34.wildapricot.org/event-5168462>

Our committee is still collecting organizational information for future meetings and guests. Please email acollumbell@smithlib.org if you have any contributions or ideas

The next regular meeting for the committee will be held Monday, Aug 14, 2023 @ 10am.
Thank you!

PR & Marketing: Jim Garvey and Christine Lyons reported:

The Public Relations and Marketing Committee held a successful Zoom meeting, "2022 Suffolk Library Marketing Award Winners Roundtable Discussion," on Thursday, March 23, at 3 pm. There were about 20 attendees on the Zoom meeting. The meeting was recorded and a replay link will be provided to all registrants.

Many thanks to the presenters:

- Shadd Jamison, Assistant Director, Amityville Public Library
- Michael Buono, Head of Reference and Publicity, Brentwood Public Library
- Kathryn Heaviside, Community Services Librarian, Northport-East Northport Public Library
- Rebecca Goldstein, Reference Services Librarian II, Sachem Public Library

Thank yous go out to Wonda Miller for support on the RASD website, and to Stephen Ingram from the SCLA Board who provided complete support on the WildApricot management application, including the registration web pages and email reminders, as well as the SCLA website.

The Committee is now working on our next program for members, with a target date of May or June.

We are also working on preparation for the SLMA 2023 award project which will have a deadline of mid-August.

Reader's Advisory: Azuree Agnello reported: The Readers' Advisory Committee met at SCLS on Thursday, January 26 to discuss the topic: Debut Authors. Everyone came in person, so we didn't need to do the hybrid Zoom. Our next meeting is Thursday, April 27, 2023 at SCLS with a Zoom option if needed. Topic: Biography

Appointed Position Reports:

Historian: Adam Zoffranieri reported:

Please send any relevant materials from your committees to azoffranieri@cshlibrary.org.

Member-at-Large: Jessica Giannetti, Lauren McDermott and Jessica Brown reported: We've been running into problems with giveaways for the conference - the choices are: 4 Imprints, but SCLA doesn't have a tax exempt form, so they have been working with Davenport in Stony Brook (SCLS) which is more expensive but will honor the tax exempt status. It was decided that the giveaway will be a salad shaker. They are still waiting for the final quote from Davenport (\$863 rough), \$900 from 4 Imprints. They were looking for sustainable options for the giveaways, and it was decided to continue with Davenport. Motion to not exceed \$1000 by Jessica Giannetti, seconded by Nicole and Amber.

We need to staff the RASD table at the LI Library conference for the whole conference - we can set up a schedule to sign up for. We need raffle baskets with prizes, but some bigger chains may require the tax exempt form which we do not have at the moment. We are printing literature and program flyers to bring with us for the table.

We will send around pictures of past baskets for ideas if they are available. Last basket was from What's Brewing, with coffee and craft beer. There is usually only 1 basket

Membership: Kelly Filippone reported: the most current membership numbers are from the end of March - 163 members. SCLA's total membership is 329, so we are a large chunk of their membership. Free membership from last year did not carry over. There is a cutoff date for non-members to continue to receive listserv information

Newsletter (Ramblings): Sean Walls reported: No report

Web Page: Wonda Miller reported: Stephen Ingram updated the SCLA website and all related sites, for PHP. Our site went a little south, but was fixed within a day. If anyone has anything to add, please email wmiller@johnjerman.org

New Business:

Old Business:

The meeting was closed at: 10:38 AM

Respectfully submitted,
Mary McNulty

2023 RASD Board Meeting Schedule

| Date | Location and Time |
|---|--|
| Tuesday, January 3, 2023 | Virtual Meeting, 10:00AM |
| Tuesday, February 7, 2023 | Virtual Meeting, 10:00AM |
| Tuesday, March 7, 2023 | Virtual Meeting, 10:00 AM |
| Tuesday, April 4, 2023 | Virtual Meeting, 10:00 AM |
| No May Meeting, LI Library Conference May 11, 2023 | - |
| Tuesday, June 6, 2023 | TBA |
| NO JULY MEETING | - |
| Tuesday, August 1, 2023 | TBA |
| Tuesday, September 5, 2023 | TBA |
| Tuesday, October 3, 2023 | TBA |
| Tuesday, November 7, 2023 | TBA |
| Annual RASD Luncheon Date TBA | 2:00 pm meeting, 2:00-4:00 pm luncheon |

(Subject to change)