



REFERENCE & ADULT SERVICES DIVISION

A DIVISION OF THE SUFFOLK COUNTY LIBRARY ASSOCIATION

**Board Meeting Minutes
October 3, 2023
Suffolk Cooperative Library System, Bellport, New York 11713**

The meeting was called to order at: 10:03 AM.

Members Present: Kelly Filippone, Mary McNulty, Valerie Harrison, Stephanie DiChiara, Patricia Cruz, Jim Garvey, Mara Zonderman, Amber Gagliardi, Christine Lyons, Azuree Agnello, Georgiana O'Neill, Lauren McDermott, Jessica Brown, Anastasia Bazilevskaya, Sean Walls, Wonda Miller, Nicole Berroyer, Michelle Rung, Meghan Roe-Mesenbourg,

Excused Members: Caren Zatyk, Alicia Collumbell, Nicole Rambo

Kelly Filippone made a motion to approve the September minutes. The motion was seconded by Nicole Berroyer

President's Report: Kelly Filippone reported:

Welcome our new members:

Georgiana O'Neill - Historian

Anastasia Bazilevskaya - Member-at-Large

Meghan Roe-Mesenbourg - Webmaster

SCLA's Annual Dinner will be held on Thursday, October 26th from 6-9 pm at the Sayville Country Club. There will be a collection for Toys for Tots. I will be announcing our incoming board - all officers are encouraged to attend as well as all board members. PR & Marketing will also be presenting their Suffolk Marketing award winner.

SCLA would like each division to have at least one program scheduled to take place in January so we can have a smooth transition to 2024 programming.

RASD has also encouraged SCLA to create a contract for programmers, especially paid programmers. They are working on having it finalized and then it will be shared with the divisions.

There is a link on SCLA's website called Program Registration Form. It is a Google Form to use if you would like to use Wild Apricot for your programs. It will also add your program to the SCLA calendar and facebook.

RASD sponsored two programs for the Professional Development Series:

Coping with Vicarious Trauma and Stress in the Workplace, co-sponsored with NCLA Library Staff of Color - 40 registered, 22 attended.

The Action of Inaction: Library Neutrality in the Wake of Social Justice 24 registered, 12 attended.

The RASD has the following positions open for the 2024 Board:

- Member-at-Large (2)
- Programs
- Nomination
- Health Concerns Chair (there is a current co-chair)

Treasurer's Report: Valerie Harrison reported:

This report is for **September 2023**. The opening balance for September 2023 was **\$3,084.46**. Total revenues were \$9.00 (membership dues). Total expenses were \$552.26 (\$350 for the speakers at the Professional Development series; \$175.00 for each speaker AND \$202.26 for the refreshments at the Local History Programmer's Showcase). The closing balance for September was **\$2,541.20**

Approved Expenses:

- \$250.00 for refreshments at the Local History Programmers Showcase (Only spent \$202.26).

Career & Business Reference Services Committee (C&B): Nicole Berroyer reported:

Next meeting will be held on Tuesday, November 14 at 2:30pm at SCLS. The presentation is titled Help! I'm Not a Business Library. Sal DiVincenzo of the Miller Business Center at Middle Country Public Library will give an overview of some of the resources that are available to librarians to assist patrons asking some of the most common business reference questions.

Emerging Technologies: Nicole Rambo reported: She will email Kelly to plan what Emerging Technologies has in store

Health Concerns: Stephanie DiChiara and Michelle Rung reported: Due to scheduling conflicts, The Health Concerns Committee has rescheduled our annual Fall Breakfast for

Wednesday, November 15 at 9:30am to be held at the Suffolk Cooperative Library System. A representative from Parker Jewish Institute will provide a presentation on their “Willing Hearts, Helpful Hands” program and other resources and services they provide to libraries and the community for people caring for those with Alzheimer's Disease or other types of dementia. All are invited to attend and 1 hour of professional development will be credited to attendees. Registration is now open and those interested can register here:

<https://forms.gle/bS1wf8rsjnKN1kKG7>

We would like to request funds to purchase food for the breakfast not to exceed \$150.

Local History: Caren Zatyk and Kelly Filippone reported: The Local History Committee hosted its annual Programmers Showcase on Thursday, September 21st at SCLS. We had 35 attendees from over 20 libraries and institutions. The programmers contact information was sent to all attendees. Our next meeting will be in December.

Long Island Reads: Mara Zonderman reported: Very close to finalizing a choice, and are now looking for a venue. If anyone has a library with a large meeting space or knows of a local theater, please let them know. Mid-island preferred (as defined by Suffolk)

M.O.S.A.I.C.: Amber Gagliardi and Michelle Athanas reported: Next Meeting will be October 11, 9:30 coffee and breakfast and meeting starts at 10. Hispanic Advisory Committee of Brookhaven to share services. Decent response. In the past MOSAIC has done an information session for outreach services, brought back this year and will try again next year.

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

Outreach Committee: Alicia Collumbell reported:

The next regular meeting of the Outreach Committee will be held virtually on **Monday, December 11, 2023 at 10:00am**. Meeting details will be added to the website to register to attend.

SLEOA is back again this year! The **Suffolk Library Excellence in Outreach Award** recognizes exceptional achievement in library outreach services in Suffolk County, a commission of the Outreach Committee of the Reference and Adult Services Division of the Suffolk County Library Association. **SLEOA** recognizes the achievements of a public or academic library that has made outstanding contributions to the development, promotion, and implementation of outreach services in the local community. Any public or academic

library staff may submit an application on behalf of a public or academic library, in Suffolk County, describing outreach endeavors between October 1, 2022 and October 1, 2023. Applications must be submitted by active members of the Suffolk Library Association. The deadline to apply for the 2023 SLEOA is **November 15, 2023**. Completed applications and supporting documentation must be emailed to acollumbell@nassaulibrary.org. Include your name and the name of your library in the subject line of the email. Omit your name and the name of your library in the application and any supporting documentation you submit listing accomplishments in providing outreach services, such as but not limited to: programming, community partnerships, innovative implementation of unique ideas, and promotion of library services. Incomplete or late entries will be disqualified.

This information will be on the RASD website and an email will be sent via the SCLA listserv for all members to see the application.

PR & Marketing: Jim Garvey and Christine Lyons reported

Judging is underway for the 2023 Suffolk Library Marketing Award. We received four submissions from libraries for the competition. We have three judges this year – one returning judge and two new judges. Two judges are from the Long Island library marketing community, and one judge is a public relations manager at a large Long Island advertising agency. As in past years, we anticipate announcing and presenting the awards at the annual SCLA dinner on October 26.

Readers' Advisory: Azuree Agnello reported: The Readers' Advisory Committee met on Thursday, September 28 at SCLS to discuss translated fiction. We had one new member join and long-time member and founder Grace O'Connor retired from the committee. Our next meeting will be on Thursday, January 25 at 10 am at SCLS. Topic: Historical Non-Fiction.

Appointed Position Reports:

Historian: Georgiana O'Neill reported: She is happy to be here, and is working on taking over from the previous historian's work with the old minutes. She works in Longwood in Local History

Member-at-Large: Jessica Giannetti, Lauren McDermott and Jessica Brown reported: emailing back and forth for location for the luncheon, room held at Brentwood for December 5, new spaces to tour afterwards. Looking for a speaker (Preventing Burnout - negotiate price) and a catering option. Raffle basket for SCLA dinner. Motion made for \$50

for dinner basket, seconded by Mara. Also need to start considering LI Library Conference programs - December 8 deadline. Theme is Libraries: Banned and Dangerous. Censorship program from Mara, Seed Library from Azuree, Guide Dog Foundation from Kelly

Membership: Kelly Filippone reported: Currently have 242 active members

Newsletter (Ramblings): Sean Walls reported: Ramblings went out, thanks for submitting, next one will be on December 29, submit by December 15.

Web Page: Wonda Miller reported: email all meeting info to be updated, we will know which email to send to.

New Business: Late email from Nicole, will email Kelly to plan what Emerging Technologies will do

Old Business:

The meeting was closed at: 10:39 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	Cancelled

NO JULY MEETING	-
Tuesday, August 1, 2023	Virtual Meeting, 10:00 AM
Tuesday, September 5, 2023	Virtual Meeting, 10:00 AM
Tuesday, October 3, 2023	SCLS, 10:00 AM
Tuesday, November 7, 2023	Virtual Meeting, 10:00 AM
Annual RASD Luncheon December 5	2:00 pm meeting, 2:00-4:00 pm luncheon

(Subject to change)