



REFERENCE & ADULT SERVICES DIVISION

A DIVISION OF THE SUFFOLK COUNTY LIBRARY ASSOCIATION

Board Meeting Minutes

January 2, 2024

Suffolk Cooperative Library System, Bellport, New York 11713

The meeting was called to order at: 10:06 AM

Members Present: Patricia Cruz, Emma Yohannan, Jessica Brown, Alicia Collumbell, Jim Garvey, Georgiana O'Neill, Anastasia Bazilevskaya, Michelle Rung

Excused Members: Caren Zatyk, Jessica Weber, Nicole Berroyer, Amber Gagliardi, Mara Zonderman, Valerie Harrison, Meghan Roe-Mesenbourg

Patricia Cruz made a motion to approve the minutes. We could not approve the minutes due to a lack of quorum.

President's Report: Patricia Cruz reported: We have a new board- we have Jessica Brown as VP/President Elect, Valerie continuing as Treasurer, and Emma Yohannan as Secretary. Last month, Jessica Webber was appointed as Membership Chair. Thanks to everyone who attended the annual luncheon last month. I updated the 2024 meeting dates; they have been added to today's meeting minutes but will also be sent out, along with a new roster.

I attended the December SCLA meeting on December 15. At the meeting, there was discussion that we should have division programs listed on [WildApricot calendar](#) for registration & attendance purposes. As per SCLA, division presidents should make sure that all event information is forwarded to Stephen Ingram so that he can create the event through Wild Apricot & create a link for registration. [This form](#) can also be used to submit programs for WildApricot registration. This allows SCLA to better track the memberships and attendance.

Treasurer's Report: Valerie Harrison reported:

This report is for **December 2023**. The **opening balance** for December 2023 was \$2875.77. **Total revenues** were \$48.00 (\$45.00 in raffle earnings from the RASD Luncheon and \$3.00 in membership dues). **Total expenses** were \$641.97 (\$90.73 for refreshments at the November

Health Concerns breakfast, \$150.00 for the speaker at the 2023 RASD Luncheon, \$93.07 for supplies at the 2023 RASD Luncheon, \$298.45 for refreshments at the RASD Luncheon, and \$9.72 for raffle tickets. The **closing balance** for December was \$2,281.80.

Career & Business Reference Services Committee (C&B): Nicole Berroyer reported: No report.

Emerging Technologies: Nicole Rambo reported: No report.

Health Concerns: Karen Sonnessa and Michelle Rung reported: Karen Sonnessa is the new Co-Chair. We look forward to planning our annual meeting for Fall 2024. Date and topic to be determined.

Local History: Caren Zatyk reported: The Local History Committee was unable to meet in December 2023. The next committee meeting will likely be held in March 2024. Additional details about that meeting will be shared in the coming weeks.

Long Island Reads: Mara Zonderman reported: LI Reads is working on a new initiative to bring libraries together regionally in addition to our big bi-county event. I'll send out an email with more details.

M.O.S.A.I.C.: Amber Gagliardi and Lindsay Davis reported: MOSAIC has appointed a new chair Lindsay Davis from Mastic Moriches Shirley Community Library. We have submitted a program proposal titled "Resources for New Americans" to the Long Island Library Conference. In January the panelists will be meeting to develop this presentation.

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

Outreach Committee: Alicia Collumbell reported:

The December general meeting for the Outreach Committee was held virtually on Dec 11, 2024 . Attendance was minimal. Hoping to see better participation during this coming year. The committee was asked for ways to increase attendance and participation. All ideas are welcome from the board. 2024 quarterly meeting dates: March 11, June 10, Sept 9, Dec 9. Aiming for March to be an in-person meeting. Possibly an offsite meeting in June as an event.

January 10th from 9:30am-11:30am: Please join us for a presentation by ECLI-VIBES and the Suffolk County District Attorney's Office, both members of the Suffolk County

Anti-Trafficking Initiative (SCATI), to learn about the prevalence of human trafficking here on Long Island, potential indicators, resources available to the community, and ways Suffolk County libraries can work with these organizations on education and prevention efforts. Registration is on the SCLA website.

Motion for no more than \$100 to be spent on refreshments for the event being held on January 10th, 2024 at SCLS - Coffee/tea, bagels, donuts, etc.

PR & Marketing: Jim Garvey and Christine Lyons reported:

We have a Zoom event coming up on January 9 at 10 am. It is co-sponsored by the SCLA CATS Division and the RASD Public Relations and Marketing Committee. The presenter is Stephen Ingram, and the title is "Managing Your Library Website with Drupal." It will cover both the technical and marketing aspects of running a website with a Drupal-based content management system. Register here:

<https://scla34.wildapricot.org/event-5507825?CalendarViewType=1&SelectedDate=1/6/2024>

An SLMA roundtable discussion meeting (most likely on Zoom) will be held in early 2024 with the winners of the 2023 award to assist those libraries that might want to participate in the 2024 competition.

Reader's Advisory: Azuree Agnello reported: 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: I have received the boxes from Kelly. I'm working on getting in contact with the archives chair at SCLS so we can store the boxes there after I've completed processing the collection.

Member-at-Large: Jessica Giannetti, Lauren McDermott, and Anastasia Bazilevskaya reported: We had a nice tour of Brentwood Public Library in December at the annual luncheon. Members were able to tour the makerspace and local history room.

Membership: Jessica Weber reported: RASD currently has 193 members.

Newsletter (Ramblings): Sean Walls reported: *Ramblings* went out on the 30th. Please send me some sort of digest of what you've done over the quarter! I would do it myself but without being there, it's not possible for me to say so please do yourselves and RASD a favor

and send me at least a paragraph! Next *Ramblings* will go out on March 29th so please send me something by March 15!

Web Page: Meghan Roe-Mesenbourg reported: Happy New Year to everyone! I've been doing my best to post about upcoming programs and meetings as I see news come through on the SCLA listserv. However, if anyone sees something that has not been posted that definitely should be posted or that they would like to see posted, please drop me a line! My email is mroe@pmlib.org.

There will be some additional updates to make to the Officers & Chairpersons section of the Board webpage now that we are in 2024. With help from Sean (thanks, Sean!), Patricia and I are also working on updating some information on the Membership page.

New Business: Alicia Collumbell took on a new position at Nassau Library System. She is actively looking for someone to replace her as chair of the Outreach Committee. She is happy to continue serving in the interim.

Old Business:

The meeting was closed at 10:25 AM.

Respectfully submitted,
Emma Yohannan

Date	Location and Time
Tuesday, January 2, 2024	Virtual Meeting, 10:00AM
Tuesday, February 6, 2024	Virtual Meeting, 10:00AM
Tuesday, March 5, 2024	Virtual Meeting, 10:00 AM
Tuesday, April 2, 2024	SCLS, 10:00 AM
NO MAY MEETING, LI Library Conference May 9, 2024	-
Tuesday, June 4, 2024	Virtual Meeting, 10:00 AM
NO JULY MEETING	-
Tuesday, August 6, 2024	Virtual Meeting, 10:00 AM
Tuesday, September 3, 2024	Virtual Meeting, 10:00 AM
Tuesday, October 1, 2024	SCLS, 10:00 AM
Tuesday, November 5, 2024	Virtual Meeting, 10:00 AM
Annual RASD Luncheon Tuesday, December 3, 2024	2:00 pm meeting, 2:00-4:00 pm luncheon Location TBD

(Subject to change)