

REFERENCE & ADULT SERVICES DIVISION

A DIVISION OF THE SUFFOLK COUNTY LIBRARY ASSOCIATION

Board Meeting Minutes

March 5, 2024

Suffolk Cooperative Library System, Bellport, New York 11713

The meeting was called to order at: 10:04 AM.

Members Present: Patricia Cruz, Emma Yohannan, Azuree Agnello, Mara Zonderman, Nicole Rambo, Valerie Harrison, Jessica Brown, Jim Garvey, Amber Gagliardi, Jessica Weber, Anastasia Bazilevskaya, Meghan Roe

Excused Members: Caren Zatyk, Georgiana O'Neill, Nicole Berroyer, Karen Sonnessa, Michelle Rung, Sean Walls

Patricia Cruz made a motion to approve the minutes. The motion was seconded by Azuree Agnello and Valerie Harrison.

President's Report: Patricia Cruz reported:

- SCLA has received a Tax Exempt Certificate. We can reach out to Wonda Miller & Colleen Navins if we need it.
- Cashless transactions- a motion was made to move forward with cashless transactions only for tax purposes & paper trail tracking. Specifically for raffles through WildApricot - I am contacting Wonda so that we know exactly what the process is by the day of the conference.
- Reminder: Upcoming networking event: Spring Mix & Mingle - sponsored by SCLA, PLDA, and CLASC - Thursday, March 28th 6-9pm at James Joyce in Patchogue.
<https://scla34.wildapricot.org/event-5586038?CalendarViewType=1&SelectedDate=3/4/2024>
- SCLA began discussing purchasing promotional materials and giveaways for the LILC, they will be ordering from Davenport Marketing.
- We'll discuss more about our giveaways & table coverage schedule for LILC.

Treasurer's Report: Valerie Harrison reported:

The following Treasurer's Report is for **February 2024**. The **opening balance** for February 2024 was \$3,099.80. **Total revenues** were \$128.00 (\$108 in membership dues and a \$20 Venmo

cashout for LILC). **Total expenses** were \$90.08 (\$87.08 for refreshments at an Outreach Committee event and \$3.00 membership refund for overpayment). The **closing balance** for February was \$3,137.72

Approved expenses:

- \$250.00 speaker fee for speaker at the 2024 LILC- Regina Dlugokencky.


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

Emerging Technologies: Nicole Rambo reported: At the next committee meeting, I will present potential workshops from The Library Freedom Project. The goal is to pick two workshops for October that we can offer to all Long Island librarians.

Health Concerns: Karen Sonnessa and Michelle Rung reported: Our committee will meet on Thursday, March 14 at 2:30 p.m. in the SCLS Blue Room. We will discuss topics and plans for our annual Health Concerns Workshop and Topic Guide. New members are welcome.

Local History: Caren Zatyk reported: I am hoping to meet with the committee virtually at the beginning of next month, likely on Thursday, 4/4/2024 at 10:30 am to discuss general committee business including the possibility of hosting our June meeting at one of our member's libraries/ local history rooms. We started this last year at the Smithtown Library/ Long Island Room and it was a great event. It is a good opportunity to learn about what other local history rooms/ collections hold and how local history services are provided by colleagues in the field.

Long Island Reads: Mara Zonderman reported: We are ramping up for our April 21st event at Plainview-Old Bethpage Library. Tickets will be available beginning April 1 for both in-person and virtual attendance. The Reader's Guide is available at: <https://longislandreads.wordpress.com/2024/03/04/reader-book-discussion-guide-2/>. If your library is planning any Long Island Reads related programming, please use this form to let us know what you've got planned: <https://forms.gle/GyxEUwjv4FHkHssT8>.

M.O.S.A.I.C.: Amber Gagliardi and Lindsay Davis reported: We have been planning our presentation at the LILC. We also received an invitation to present at St. Joseph's University on March 6, 2024.  [LILAC Conference - Services for New Americans - Bios.pdf](#)

New Adults: Patricia Cruz: We are in search of new chairs for this committee.

Outreach Committee: Alicia Collumbell reported:

Attendance information for the January 10th event “Preventing Human Trafficking with ECLI-VIBES” was kindly passed along by Patricia Cruz to the appropriate persons at SCLA for CEU distribution. Thank you.

PR & Marketing: Jim Garvey and Christine Lyons reported:

Co-Chair Christine Lyons is developing a Suffolk Library Marketing Award (SLMA) roundtable discussion meeting on Zoom with the winners of the 2023 award to assist libraries that might want to participate in the 2024 competition. We are looking at an April date for this event.

We would like to propose a change to the name of our committee from “Public Relations and Marketing Committee” to “Library Marketing Committee.” Formal motion by Jim Garvey. Seconded by Patricia Cruz and Jessica Brown.

Reader’s Advisory: Azuree Agnello reported: Our next meeting is Thursday, April 25 at SCLS. Topic: Folklore & Mythology.

Appointed Position Reports:

Historian: Georgiana O’Neill reported: Continuing to go through the archives. I found the first issue of *Ramblings* and sent a scan to Sean. March is actually the 40th anniversary of *Ramblings*, which started in 1984! I also found the previous historian’s transition paper and he mentioned a Google drive containing the items that he has already scanned, so if I could gain access to that then I could continue on the digitization work. That’s all!

Member-at-Large: Anastasia Bazilevskaya reported: I sent Patricia some suggested freebies for the LILC. (Patricia shared her screen so everyone could view possible freebies.) Motion for \$900 to cover LILC freebies. Seconded by Jessica Brown and Mara Zonderman. Ideas for a “Keep Calm and Strong and Keep Reading” themed raffle basket for the LILC, including a yoga mat, martial arts books, and a donated gift certificate from the East End Martial Arts Academy.

Membership: Jessica Weber reported: We currently have 230 members and this includes pending renewals.

Newsletter (Ramblings): Sean Walls reported:

It’s *Ramblings* month! Do make a note and send me something about what your committee has done these past three months, or plans to do within the next month or so. I’d appreciate it if you could get it to me by March 15, with a posting date of 3/29!

Web Page: Meghan Roe-Mesenbourg reported: Continuing to make updates to the RASD website as needed. The most recent post was for the upcoming Health Concerns committee. Reached out to Stephen I. regarding some housekeeping items with the site – he is extremely helpful!

New Business: Next month’s meeting is in person at SCLS in the Blue Room for whoever can make it.

Old Business:

The meeting was closed at 10:44 AM

Respectfully submitted,
Emma Yohannan

2024 RASD Board Meeting Schedule

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)