



# REFERENCE & ADULT SERVICES DIVISION

A DIVISION OF THE SUFFOLK COUNTY LIBRARY ASSOCIATION

## Board Meeting Minutes

October 1, 2024

Suffolk Cooperative Library System, Bellport, New York 11713

The meeting was called to order at: 10:05 a.m.

**Members Present:** Michelle Rung, Meghan Roe-Mesenbourg, Valerie Harrison, Nicole Rambo, Amber Gagliardi, Nicole Berroyer, Georgiana O'Neill, Patricia Cruz, Jessica Brown, Emma Yohannan, Anastasia Bazilevskaya, Mara Zonderman, James Garvey, Sean Walls.

**Excused Members:** Caren Zatyk, Jessica Weber, Azurée Agnello,

**President's Report:** Patricia Cruz reported:

Motion to approve September minutes. Seconded by Nicole Berroyer and Georgiana O'Neill.

The Professional Development Series is going very well. Thank you to Amber and Nicole for stepping in to provide programs.

Next on the calendar is the SCLA Annual Dinner. There is also a mini-golf networking event coming up. Anastasia created a basket for the Annual Dinner.

The next big event for RASD is our annual luncheon. We still need a speaker, and we need to discuss food. I would like to increase the registration fee to \$20 from \$15. This would make it easier to cover the cost of food. Motion to increase the fee seconded by Nicole Berroyer and Jim Garvey. Motion for the location to be the Medford Branch. Seconded by Meghan Roe and Valerie Harrison. Motion for self-serving buffet-style food. Seconded by Nicole Rambo and Georgiana O'Neill. There are two catering options: Chipotle or Moe's. Chipotle is \$460 for 30 people. Moe's is \$584 for 30 people. We will set the registration to 30 people. This is based on the attendance from previous years.

I am working on a winter-themed flier for the luncheon. We need a speaker. Last year's topic was stress management, and the previous year's topic was public speaking. A possible topic is navigating service dogs in the library. We could invite a guide dog organization like Paws of War.

The Long Island Library Conference date is May 8, 2025. Start thinking about program proposals. Amber Gagliardi is the program coordinator for 2025. We might make

this an elected position for 2026. Library Conference program proposals are due December 13, 2024. Mara Zonderman will most likely submit a proposal on Long Island Reads. All program proposals must go through Amber.

**Treasurer's Report:** Valerie Harrison reported:

The following Treasurer's Report is for **September 2024.** The **opening balance** for September 2024 was \$1,988.04. **Total revenues** were \$0.00. **Total expenses** were \$176.56 (Refreshments fee for MOSAIC Breakfast on 6/20/24). The **closing balance** for September was \$1,873.48.

**Approved Expenses:**

- Refreshments for the Health Concerns Committee's Annual Breakfast on 11/13/24 ~ No more than \$150.00
- Raffle basket for SCLA Annual Dinner ~ No more than \$50.00

**Career & Business Reference Services Committee (C&B):** Nicole Berroyer reported: The Demystifying the NYS Civil Service program on September 24 was a success. 41 people attended, and I received some great feedback. Thank you to Morgan Tamburro for moderating. The next C&B meeting is scheduled for Tuesday, December 17 at 2:30 p.m. and will be held at Middle Country Public Library in Centereach.

**Emerging Technologies:** Nicole Rambo reported: The Privacy 101 workshop is this Thursday, October 3rd at 11 a.m. on Zoom. So far there are 30 registrants. I would like to create a survey to see if participants are interested in this topic. We can have future trainings on similar topics.

**Health Concerns:** Karen Sonessa and Michelle Rung reported: The annual Health Concerns Meeting is on Wednesday, November 13 at 10 a.m. at SCLS. This year's topic is obesity; Karen arranged a speaker through Stony Brook Medicine Bariatric and Metabolic Weight Loss Center.

**Local History:** Caren Zatyk reported: I am currently working with fellow Local History Committee member, Mary O'Grady, local history librarian at the Northport- East Northport Public Library, on a committee member directory. Participation in this directory is completely voluntary and will provide members with access to the contact information of other members on the committee. This will help with the exchange of questions and ideas as they come up between committee meetings.

I hope to hold a virtual meeting of the Local History Committee some time in either November or December.

**Long Island Reads:** Mara Zonderman reported: The 2025 book is *On Fire Island* by Jane Rosen. The book was just announced yesterday. The event will be held in April 2025 at Bay Shore-Brightwaters Public Library. There will be a coordinated order for this book, as well as the sequel. The programming guide will be released in the next few months.

**M.O.S.A.I.C.:** Amber Gagliardi and Lindsay Davis reported: Our next meeting will be at SCLS on October 23 at 10:00 a.m.

**New Adults:** Kate Regina reported: An advertisement/report was submitted into the SCLA October newsletter to promote the committee and try to encourage new members to join.

**Outreach Committee:** No report.

**Library Marketing:** Jim Garvey reported:

The launch of the SLMA (Suffolk Library Marketing Award) 2024 competition went smoothly, and we received four entries by the Sept. 20 deadline. We are using the same judges as last year, and judging will start this week.

Plaques, certificates, and other award materials will be purchased starting next week in preparation for the presentation of the awards at the SCLA dinner on October 24.

View the SLMA details here: <https://rasdpr.wordpress.com/smla/>

**Reader's Advisory:** Azuree Agnello reported: The September meeting was canceled due to illness. We'll meet again in January to discuss September's topic: short stories.

**Appointed Position Reports:**

**Historian:** Georgiana O'Neill reported: No report.

**Member-at-Large:** Anastasia Bazilevskaya reported: I made the basket for the Annual Dinner. The theme is winter drinks: wine, tea, hot chocolate, etc.

**Membership:** Jessica Weber reported: We currently have 247 members.

**Newsletter (Ramblings):** Sean Walls reported: The newsletter went out at the beginning of September. This was a rousing success. Not sure what changed, people were always allowed to send me things in the future, but nevertheless, we prevailed. Thanks for all your help and I look forward to the next one! When will the next one be released? Patricia and Amber suggested that the next edition should go out in the beginning of December or late

November, before the annual luncheon. Should the newsletter operate on a regular schedule or only be released when there is sufficient content?

**Program:** Amber Gagliardi reported: We will get the word out on how the program proposal procedure will work. We need to clarify how the program proposals will be approved. Proposals should only come from RASD members. I will try to send out an email to RASD members encouraging them to submit proposals and explaining the procedure.

**Web Page:** Meghan Roe-Mesenbourg reported: Patricia will send the Privacy 101 program info to add to the website.

**New Business:**

**Old Business:**

The meeting was closed at 10:49 a.m.

Respectfully submitted,  
Emma Yohannan

**2024 RASD Board Meeting Schedule**

<b>Date</b>	<b>Location and Time</b>
Tuesday, January 2, 2024	Virtual Meeting, 10:00AM
Tuesday, February 6, 2024	Virtual Meeting, 10:00AM
Tuesday, March 5, 2024	Virtual Meeting, 10:00AM
Tuesday, April 2, 2024	SCLS, 10:00AM
No May Meeting, LI Library Conference May 9, 2024	-
Tuesday, June 4, 2024	Virtual Meeting, 10:00AM
Friday, June 14, 2024	Ramblings Submissions Due
Friday, June 28, 2024	Ramblings Published
NO JULY MEETING	-
Tuesday, August 6, 2024	Virtual Meeting, 10:00AM
Tuesday, September 3, 2024	Virtual Meeting, 10:00AM
Friday, September 13, 2024	Ramblings Submissions Due
Friday, September 27, 2024	Ramblings Published
Tuesday, October 1, 2024	SCLS, 10:00AM

Tuesday, November 5, 2024	Virtual Meeting, 10:00AM
Annual RASD Luncheon Tuesday, December 3, 2024	2:00 pm meeting, 2:00-4:00 pm luncheon Location RBD
Friday, December 13, 2024	Ramblings Submissions Due
Friday, December 27, 2024	Ramblings Published

(Subject to change)