



REFERENCE & ADULT SERVICES DIVISION

A DIVISION OF THE SUFFOLK COUNTY LIBRARY ASSOCIATION

Board Meeting Minutes
August 5, 2025 via Zoom
Suffolk Cooperative Library System, Bellport, New York 11713

The meeting was called to order at: 10:02 a.m.

Members Present: Jacqueline Narkiewicz, James Garvey, Georgiana O'Neill, Emma Yohannan, Jessica Brown, Azuree Agnello, Amber Gagliardi, Valerie Harrison, Anastasia Bazilevskaya

Excused Members: Caren Zatyk, Meghan Roe, Mary O'Grady, Nicole Berroyer, Nicole Rambo

President's Report: Jessica Brown reported: There are no SCLA meetings in the summer. However, there is an update from SCLA: The PLDA & Empire State Library Golf Outing Fundraiser will take place on September 29, 2025. This will also help support New Yorkers for Better Libraries (political action group). SCLA wants to support this event to maintain our relationship with PLDA. SCLA approved a \$450 sponsorship for the event.

Treasurer's Report: Valerie Harrison reported:

JULY MEETING

***Not reported at June meeting: \$45.00 in membership dues.**

The following Treasurer's Report is for **June 2025**. The **opening balance** for June 2025 was \$2,418.67. **Total revenues** were \$30.00 (Membership dues). Total **expenses** were \$247.00. The **closing balance** for June was \$2,246.67.

Itemized expenses:

- \$11.24- Local History Committee Paper Goods
- \$100.00 Speaker: April Earle at the Long Island Library Conference
- \$135.76 LILC Raffle Basket and giveaways

August 2025 Meeting

The following Treasurer's Report is for **July 2025**. The **opening balance** for July 2025 was \$2,246.67. **Total revenues:** None. **Total expenses:** None. The **closing balance** for July was \$2,246.67.

Pending expenses:

- \$234.27- MOSAIC Breakfast Refreshments

*Waiting for figures on August membership income.

Valerie: The balance is getting low, and I am aware that there will be future expenses, although we are hoping there will be profits from the SCLA dinner and the RASD luncheon. Jessica also reminds us that we did not make a profit at the LILC (Total revenue: \$92). I am hesitant to approve expenses going forward.

Jessica: It is important to be careful with the money, but we also want to have appealing events with good speakers and refreshments. One idea is to approve expenses for refreshments but remind chairs that they don't need to spend the entire amount. We can also set a cap on the refreshment spending.

Azuree: Speaker fees could be honorariums. That is how we used to do things.

Career & Business Reference Services Committee (C&B): Nicole Berroyer reported: Nothing new to report. I was wondering if there is any information about the Professional Development Series.

Emerging Technologies: Nicole Rambo reported: No report.

Health Concerns:

Local History: Mary O'Grady reported:

On June 12th a Local History Committee meeting and tour was held at the Patchogue-Medford Library. The event started with breakfast refreshments followed by a meeting of the 18 members in attendance. Gary Lutz, Head of the Patchogue-Medford Library's Celia M. Hastings Local History Room, then took the group on a tour of the facility and shared information about the local history resources and services that his department provides.

Our next meeting, the Local History Programmers Showcase, will take place on Thursday, September 18th in the SCLS auditorium from 10am-1pm. There are 5 presenters this year. Registration email will be forthcoming. A save-the-date email was sent out July 31st.

Motion to approve \$300 for refreshments for September 18th Local History Programmers Showcase.

Valerie and Emma think that \$300 is a lot of money given our financial situation. Discussion of previous events and what kind of refreshments were served. The MOSAIC Breakfast had a large amount of food for approximately \$230 because it was advertised as a “breakfast.” Amber pointed out that it’s uncomfortable to ask librarians/chairs to lay out the money upfront for events. It’s important to also remember that inflation is making everything really expensive. Valerie proposed \$250 based on previous spending for this event. Amber and Jessica think it’s important to support our committees financially, especially considering the amount of work that goes into putting these events together. Amber also emphasized that it is important to make our RASD luncheon really profitable and appealing. Georgiana mentioned that we could survey librarians about what they want to see at the RASD luncheon.

Due to small attendance today, we are unable to vote on these expenses.

Long Island Reads: Mara Zonderman reported: Azuree shared that the committee is reading the shortlist for 2026. They will meet on August 18 to vote.

M.O.S.A.I.C.: Amber Gagliardi reported: There will be a meeting on October 15. We are working on literacy kits for families who are afraid to visit the library due to ICE arrests/raids. We are working with local advocacy groups to identify families in need. We have a private list of families in need. We are trying to notify librarians if they have these families in their communities. Please reach out if you want to help families in your community. We are collecting donated books and other materials.

New Adults: Kate Regina reported: No report.

Outreach Committee:

Library Marketing: Jim Garvey and Anastasia Bazilevskaya reported:

Please send emails to Anastasia’s personal email, not her work email, as she is currently home sick. bazilevskayaa@gmail.com.

New Website

The new Library Marketing Committee website was launched in July. Visit it here:

<https://scla.net/rasd/librarymarketing/>

Many thanks to Stephen Ingram for his time, guidance, and support on the website project. And thanks to Meghan Roe-Mesenbourg for edits on the RASD website for the launch.

2025 Suffolk Library Marketing Award (SLMA)

The 2025 SLMA competition was announced to SCLA membership via email on July 17. The application materials are available on the new website here:

<https://scla.net/rasd/librarymarketing/index.php/suffolk-library-marketing-award-slma/>

Submissions are due by September 12. Judging will take place after that, and the awards will be announced and presented at the annual SCLA dinner in mid- to late-October. Between now and Sept. 12 we will be doing additional marketing and promotion of the 2025 SLMA competition.

Motion for SLMA funding

We would like to make a motion for \$250 in funds for a plaque plate, trophies, certificate rosettes, frames, and shipping for the 2025 Suffolk Library Marketing Award (SLMA). I expect that prices will increase compared to last year.

Due to small attendance today, we are unable to vote on these expenses.

Reader's Advisory: Azuree Agnello reported: We met in April to discuss our mystery books and we had one new member. Our next meeting is September 25 at SCLS in the Blue Room. Our topic is Popular Science.

Appointed Position Reports:

Historian: Georgiana O'Neill reported: Nothing new to report.

Member-at-Large: Anastasia Bazilevskaya reported: Nothing new to report.

Membership: Jessica Brown reported: As of 8/1/25, we have 246 members.

Newsletter (Ramblings): Sean Walls reported: No report.

Programs: Amber Gagliardi reported: No report.

Web Page: Meghan Roe-Mesenbourg reported: Link updates requested by Library Marketing; updates to several other pages as needed.

New Business:

Professional Development Series:

Anthony from SCLA reached out to Jessica and SSD asking them to create a program on Customer Service 101. That program would be librarian-run, saving us money. Last year, Amber hired a speaker for \$200. Please share if you have any ideas for speakers and programs.

Increasing Attendance and Staying Relevant:

Jessica has been asking around and speaking to librarians at her library. Librarians shared that they would like more training on the Vega catalog and ADA compliance on library websites. Jessica also spoke to Anthony from SCLA. Jessica also went to the Heads of Reference meeting. The topic of the meeting was Central Library (Pat-Med) services. Jessica pitched this question to the group: How can RASD stay relevant as reference services continue to evolve? There was not much feedback aside from a request for a repeat of the “Know Your Rights” workshop. We may include that workshop in the Professional Development Series.

Old Business:

We will postpone making a motion to approve the June minutes.

The meeting was closed at 10:54 a.m.

Respectfully submitted,
Emma Yohannan

2025 RASD Board Meeting Schedule

Date	Location and Time
Tuesday, January 7, 2025	Virtual Meeting, 10:00AM
Tuesday, Feb 4, 2025	Virtual Meeting, 10:00AM
Tuesday, March 4, 2025	Virtual Meeting, 10:00 AM
Tuesday, April 1, 2025	SCLS, 10:00 AM
NO MAY MEETING, LI Library Conference May 8, 2025	-
Tuesday, Jun 3, 2025	Virtual Meeting, 10:00 AM
NO JULY MEETING	-

Tuesday, August 5, 2025	Virtual Meeting, 10:00 AM
Tuesday, September 2, 2025	Virtual Meeting, 10:00 AM
Tuesday, October 7, 2025	SCLS, 10:00 AM
Tuesday, November 4, 2025	Virtual Meeting, 10:00 AM
Annual RASD Luncheon Tuesday, December 2, 2025	2:00 pm meeting, 2:00-4:00 pm luncheon Location TBD

(Subject to change)