



# REFERENCE & ADULT SERVICES DIVISION

A DIVISION OF THE SUFFOLK COUNTY LIBRARY ASSOCIATION

**Board Meeting Minutes  
November 4, 2025 via Zoom  
Suffolk Cooperative Library System, Bellport, New York 11713**

The meeting was called to order at: 10:00 a.m.

**Members Present:** Jessica Brown, Emma Yohannan, Christa Zaros, Jackie Narkiewicz, Mary O'Grady, Nicole Berroyer, Jim Garvey, Georgiana O'Neill, Azuree Agnello, Anastasia Bazilevskaya, Valerie Harrison, Mara Zonderman, Amber Gagliardi, Hanna Auer.

**Excused Members:** Caren Zatyk, Kate Regina, Sean Walls,

Motion to approve October minutes; seconded by Nicole Berroyer, Georgiana O'Neill.

**President's Report:** Jessica Brown reported:

Our board meeting minutes are required to be ADA compliant on our website.

Please send your poster requests to SCLS ASAP.

December 1st there will be a meeting about community partnerships. This meeting will take place at SCLS from 10 a.m. - 12 p.m.

SCLS has guidance on their website regarding book vendors and ADA compliance, which are the two major issues facing Suffolk libraries right now.

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

The following Treasurer's Report is for **October 2025**. The **opening balance** for October 2025 was \$2,059.58. **Total revenue:** None. **Total expenses:** None. The **closing balance** for October was \$2,059.58.

**Pending expenses:** \$48.47 for SCLA raffle basket.

**Approved expenses:** \$300.00 for Emerging Technologies presentation- AI for Librarians.

**Career & Business Reference Services Committee (C&B):** Nicole Berroyer reported: Our next committee meeting is Tuesday, December 16 at 2:30 p.m. at Middle Country Public Library in Centereach.

**Emerging Technologies:** Nicole Rambo reported: An Intro to AI for Reference Librarians virtual workshop is scheduled for Wednesday, January 14th, 2026 at 1 p.m.

**Health Concerns:**

**Local History:** Mary O'Grady reported:

Our next Local History Committee meeting will be held Thursday, November 13th at 10 a.m. via Zoom.

**Long Island Reads:** Mara Zonderman reported: We have finalized all the details for 2026. Our book selection: *The Doorman* by Chris Pavone. Chris will be at Half Hollow Hills Library on April 26, 2026. Programming guide, reader guide, and info about the coordinated order coming soon!

**M.O.S.A.I.C.:** Amber Gagliardi reported: Our next meeting is Wednesday, December 3, 10:00 a.m. at SCLS.

**New Adults:** Kate Regina reported: Stephen has set up a bare bones website for us. Still working out kinks and what we want to put on it. We will be having our next in-person meeting this month on Wednesday, November 19th at 10 a.m. in the Blue Room of SCLS.

**Outreach Committee:**

**Library Marketing:** Jim Garvey and Anastasia Bazilevskaya reported:

**2025 Suffolk Library Marketing Award (SLMA)**

We presented the 2025 SLMA awards to the winners at the SCLA dinner on Wednesday night, October 22. The winners are:

**First Place**

**Patchogue-Medford Library**

**Second Place**

**Mattituck-Laurel Library**

We are planning on hosting a Zoom roundtable presentation and discussion with the winners. We hope to hold that meeting in December.

**Reader's Advisory:** Azuree Agnello reported: We met on September 25 at SCLS to discuss our Popular Science books. One of our long-time members decided to leave the committee, but three new people joined bringing our membership number to 17. Our next meeting is Thursday, January 29, 2026 at 10 a.m. at SCLS. Our topic is Healing Fiction.

### **Appointed Position Reports:**

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

**Member-at-Large:** Anastasia Bazilevskaya reported: There is a question of whether we will see the money for the RASD raffle basket at the SCLA annual dinner. Will that money go to SCLA or will we get at least some of that money back?

**Membership:** Jessica Brown reported: We have 263 current members.

**Newsletter (Ramblings):** Sean Walls reported: Usual stuff. It'll go out next month. Please send me your stuff around the middle of the month. Thanks.

**Programs:** Amber Gagliardi reported: Please take a look at the [following programs](#) and let me know if you have any comments and concerns about sponsoring these talks for the 2026 LILC.

1. "Your Anxiety is a Liar: Overcoming Imposter Syndrome"
  - a. Is another division already sponsoring this?
2. "Libraries Supporting Non-Profits: Strengthening Communities Together"
3. Presentation by Tiffany Alston, Chief of Public Services for the D.C. Public Library System.
  - a. This is very pricey for us. \$1800 for speaker travel fee. Can we split it with SCLA?
  - b. Depending on how the fee gets split up, it would be either \$600 or \$450.
    - i. We are struggling with revenue. We have the tiniest budget, especially compared with SCLA. We would prefer to spend \$450. - Valerie
    - ii. Conclusion: Amber will offer our support to sponsor this event. We will try to split the fee so that we only have to pay \$450.

**Web Page:** Hanna Auer reported: Nothing to report. Newly appointed - I am still learning everything from Meghan.

**New Business:** Jessica: We need a process for approving new programs for LILC, luncheons, etc. Because these decisions are time-sensitive, it doesn't make sense to wait for approvals at our monthly meetings. At a minimum, however, Amber and other members should share email updates about programs. There is a question of whether there needs to be an official motion for each program. Certainly for funding we will need to vote, whether by email or in our meetings. For all other aspects of the program planning process, the board should receive frequent updates so we can all weigh in and offer feedback.

**Old Business:** Our Annual Luncheon is coming up!

Last year we only had 22 people attend. We would love to have more than that this time around. The fee last year was \$20.

Jackie: Our speaker this year is from SCLS. She will talk about how to save yourself from burnout. The presentation is 45 minutes long. She is free. Afterwards, we could do library trivia. For food, I got a quote for \$260 for 30 people for sweet & savory crepes. We will need to find out more details about how many boxes of crepes we will need to buy and what the final cost will be. I will also look into a vegan option.

Jessica: How much should we charge for attendees? \$30? YASD charges \$50-60 for their luncheon at Toast restaurant. Some libraries cover the cost for their employees, but some libraries don't.

Amber: We can get creative with the self-care theme for our baskets, games, giveaways, and activities.

Valerie: We can sell stickers for a really low price. That will add up to a nice profit. Can we do cash?

Jackie: Our makerspace has a sticker-maker!

Jackie: Motion not to go over \$400 for the food, drinks, and paper goods for the RASD Luncheon. Seconded by Jim, Azuree, and Anastasia. Motion passed.

Jessica: Are we all agreed to charge \$30 per person?

Yes, we will finalize everything this week and send out the flier. \$30 per person.

More ideas: Self-care bingo, door prizes, activity sheets, giveaways. "Crepes, Care, & Connection" or "Crepes, Compassion, and Self-Care." etc. Hot Cocoa Bar! (We can all chip in to bring hot chocolate and toppings.)

Self-Care basket: socks, candles, teas, etc.

Valerie will reach out to Wanda to see if we can accept cash at the meeting.

Amber will bring plants to use as door prizes and centerpieces.

Jackie will ask Island Salt & Spa if they will donate a gift certificate.

The meeting was closed at 11:23 a.m.

Respectfully submitted,  
Emma Yohannan

**2025 RASD Board Meeting Schedule**

<b>Date</b>	<b>Location and Time</b>
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	1:00 pm meeting, 1:00-3:00 pm luncheon Location - Huntington Station Branch

(Subject to change)