

School Library System
Western Suffolk BOCES
Council Meeting
Tuesday, September 25th, 2018
9:00 am – Executive Conference Room 1

Present: Carolyn Burton, Carol Byrne, Jane Herbst, Dawn Koziarz, Elizabeth Aitken, Deanna Jakubowsky, Diane Miller, Dr. Catherine Masrour, Lisa Lindemann proxy for Mary Biener, Dr. Matthew Covey, Dr. Bea Baaden, and Sara Kardasz

The meeting convened at 9:15 am. The minutes of the April 24th, 2018 meeting were unanimously approved on a motion by Dawn and seconded by Jane.

Sara read a thank you note from Linda Lennon for the Council's retirement gift and well wishes.

We congratulate Matt on his new position with The Rockefeller University, located by Sloan Kettering on the upper-east side. Three libraries collaborate and share a catalog. He will be sorely missed at Cold Spring Harbor and our connection with him with the Cold Spring Harbor Science Journal Club! To date, a replacement hasn't been named. The new session begins October 2 with approximately 21 students. It is hoped the program can be expanded in the future—perhaps adding a spring section, depending on Donna Miceli's availability. Je Hyuk Lee (Jay) is a scientist there committed to be more actively involved. He has suggested an 'on-line place' (SLACK) where the students can be more interactive. Matt has agreed to stay on the Council for this next school year. Sara mentioned that the WSBOCES member schools' science coordinators meet at BOCES three times per year. She hopes to attend a meeting and promote the program there. She will contact the meeting planners.

We started our meeting with a round robin, welcoming Diane, Deanna, and Lisa to our meeting.

Sara brought up for discussion:

- **Upcoming Council meeting dates:** November 14th, January 17th, and April 16th
- **Council Member information sheets** were distributed, completed, and returned to Sara
- **Six council members' terms will be expiring June 30, 2019:** Jill Adler, Mary Biener, Dr. Bea Baaden, Carolyn Burton-Gajda, Dr. Matthew Covey, and Min Liu
- **The 2018-19 State Funding budgets** were reviewed and discussed. The committee had approved the contingency budget at the April 24, 2018 meeting. This expedited the process for Sara. There was \$366 in roll-over funds from 2017-18. As per BOCES, funds can be moved within their code if need be
- **Annual Report:** Sara completed the report, which is due October 1st, requiring Council Approval. Said approval was unanimously granted by a motion by Carol, seconded by

Bea. The Council thanked Sara for all the hard work that went into completing the document. We discussed various sections of the report. Of paramount importance for accuracy is the funding—what was received and how it was spent. Sara will share the digital link for the report once the State has approved it.

- **End of the Year Survey:** We spent considerable time reviewing the survey, one that Sara tweaks every year. Librarians are encouraged to use this survey to analyze their own libraries and even share it with their administrators. As Bea stated, it is a great advocacy tool for librarians!
 - It was commented that the section pertaining to Special Collections (page 36-37) is useful to see what collections might be available for interlibrary loan as well as providing insight as to collections that can be added to your own library. Diane suggested that this could be shared digitally with librarians by the District Liaisons. Bea suggested that specific areas be pointed out to fellow librarians to let them know specifically what they might find useful/interesting.
 - Professional development (pg. 50-52) were of interest and will be used to determine possible professional development opportunities this school year
 - Lisa inquired as to who integrates Maker Space in their curriculum and how it is incorporated. (pg. 56) Sara will pose this question to the member librarians.
 - Sara mentioned that the SLS's professional e-books are not being utilized and therefore she will not be adding to that collection
 - Our SLS website: we discussed how difficult it is to update our site because changes, deletions, additions, etc. must go through BOCES and thus it's not done in a timely manner. Sara will consider alternatives.
 - Carol inquired about LibGuides. LibGuides is an easy-to-use content management system deployed at thousands of libraries worldwide. Librarians use it to curate knowledge and share information, organize class and subject specific resources, and to create and manage websites. It was discussed that SLS might want to consider creating one. Access to the guide could be a link on our current website. Matt mentioned that LibGuides are designed for non-IT professionals. Matt suggested we check into pricing. It may not be costly to use. Other possibilities suggested for alternate websites included Spring Share, Google Sites, Wix, Weebly, and LiveBinders.
 - We discussed, at length, the Council's Cooperative Collection Development Plan (CCD) which was approved in 2016 and has not as yet been developed. The State requires that member libraries have various collections and share the collections with other member school libraries, at the library's discretion. Sara had asked for volunteers for a committee. Two librarians responded so an actual committee has not been established. Sara discussed Carl Vitevitch's CCD component at Eastern Suffolk BOCES. They have a World Language collection of foreign language books that can be borrowed. The collection consists of 25 copies contained in a

traveling ‘bin’. The bin is delivered to the librarian’s district local public library via the SCLS courier. The librarian can then pick up the bin and deliver it back to the public library when due. This works easily for ESBOCES since the courier is in the same building as the SLS. Perhaps we could consider the possibility of such a collection once delivery issues can be resolved. Sara will discuss this with Carl Vitevitch and Kevin Verbese. Discussion ensued to consider expanding or amending our current plan. Bea suggested that instead of looking back to 2016 and our intention then, we look toward the future, perhaps to consider a ‘virtual’ collection. Cathy mentioned that Google books is great. Bea stressed that being on a CCD committee is advantageous for new librarians since they are trained in technology and this is library advocacy. Lisa suggested we look at NYC system and see how they are fulfilling CCD requirements. Bea mentioned that NYC’s LibGuide is wonderful, easy to see and use. The site is: <http://nycdoe.libguides.com>. Sara will attempt to get a CCD committee formed.

- Some Upcoming Meeting Dates: September 27th: AASL Standards Implementation Team Meeting; October 3rd: Buncee & the AASL Standards workshop; October 11th: An Intro to the new AASL School Library Standards; October 17th: Support the new AASL Standards with Britannica Digital Learning workshop; October 23rd: New Librarians Orientation; November 6th: LI SLS’s Regional Institute; November 14th: SLS Council Meeting
- **New Librarians Orientation:** Lisa suggested encouraging new librarians to join various FaceBook groups related to school libraries. Carolyn agreed. The following were recommended: Learning Librarians, Future Ready Librarians, School Librarians Workshop.
- **Fall Regional Institute:** Tuesday, November 6th, 8:30-3:00 pm at the Radisson Hotel, Hauppauge.
 - Theme: “S.P.A.R.K. Connections—Chapter 5” A continental breakfast allows time to talk to colleagues and vendors; a mid-day lunch and Keynote with Tanya Lee Stone entitled “Girl Rising: Why and How a Film Became a Book”. The agenda and other information can be found at: <http://nasboecs.libguides.com/FallInstitute>
- **Vendor Workshops:** October 3rd, 4:00-6:00 pm, Buncee & the AASL Standards workshop; October 17th, 4:00-6:00 pm, Support the new AASL Standards with Britannica Digital Learning workshop; December 4th, 11:30-1:30 pm, Lunch and Learn with Follett; December 19th, 4:00-6:00 pm, Rosen Interactive e-Books
- **Professional Circles:** January 17th, 4:00-6:00 pm, Booktalking Tips and Tricks. More will be added.
- Discussion ensued regarding Rosen’s offering for School Library Systems. A bundle of 100 e-book titles for a one-time fee of \$6,000—for life, multi-user (which would cover class sets). We discussed buying into their offering using possible left-over funds from

our SLS's COSER. This *might* even qualify as a CCD since a committee would select the 100 titles to be shared. Lisa inquired if titles could be added. Sara believes that titles can be added in bundles of 100; but can inquire with Rosen. Cathy suggested that we also investigate if other companies have a similar offer. Gale offers e-books with a one-time charge but there is a yearly hosting fee of approximately \$50.

With no further business to discuss, the meeting adjourned.

Respectfully submitted,
Carol Byrne
Recording Secretary