

**Putnam/Northern Westchester BOCES
School Library System Council Meeting
Minutes – May 30, 2012**

Present: Judy Ashby (SLS Director), Karen Baker, Donna Baratta (late), Brendon Breen, Amalia Connolly (late), Mary DeBellis, Marifran DeMaine, Nina Levine, Sudha Narsipur, Susan Polos, Martha Taylor

Absent: Kathy Batchelor, Anne Ostrowski

Susan Polos called the meeting to order at 3:55 pm.

Previous Meetings' Minutes

The Council reviewed the minutes from the meetings of March 28, 2012 and May 1, 2012. Brendan Breen made a motion to approve the minutes. Marifran DeMaine seconded the motion and the minutes were approved.

2012-2013 Library System Plan of Service

The Council reviewed the list of major goal categories for the Plan of Service, with a focus on identifying current and future ways in which SLS goals can be met.

- **Resource Sharing**
 - Our SLS has applied for an LSTA grant to fund an ebook component to our Union Catalog (this is in collaboration with Eastern Suffolk BOCES SLS). This grant has not yet been approved, but Judy is hopeful that it will be.

- **Special Client Groups**
 - Our focus will be on providing support for member libraries to help their schools create an environment that is free from discrimination or harassment as established by the *Dignity for All Students Act*.
 - The Council discussed the fact that our libraries already model this culture and our collections reflect an appreciation of diversity.
 - Mary Jane Karger, the co-chair of the Hudson Valley Chapter of GLSEN (Gay, Lesbian and Straight Education Network) has expressed interest in working with our SLS. Possible projects including updating their booklist and/or creating a virtual book group.

- **Professional Development and Continuing Education**
 - Our goal is to provide high quality, shared learning opportunities to our members.
 - Judy is exploring the possibility of the Teacher Center offering a Google Apps course. Many members have expressed interest in taking such a course.

- Judy is also exploring the possibility of holding Common Core workshops during the summer.
 - Judy noted that member librarians should consider *teaching* courses at the Teacher Center as well as *taking* courses. Doing so would help promote the importance of our roles, and also help meet our Awareness and Advocacy goals.
- **Consulting and Development Services**
 - Our goals will be to provide high quality consulting and development assistance in a timely and cost-effective manner.
- **Coordinated Services**
 - Database purchases and renewals fall under this category, which is primarily Judy's responsibility. She noted that the renewal forms for next year are being sent out this week.
- **Awareness and Advocacy**
 - The SLS will continue its efforts to promote school library media specialists, school libraries and library systems. As noted above, our collaboration with GLSEN will help to meet this goal.
- **Communication among Member Libraries**
 - The Council discussed the fact that some SLS members have difficulty getting permission to attend meetings during the day. Judy pointed out that each district is entitled to have a "Communications Coordinator" who is responsible for attending meetings and disseminating information to the other district librarians.
 - The Council discussed the use and improvement of our SLS wiki at length in an effort to determine how to make it more effective for everyone. Currently, it is not being used much at all.
 - Suggestions for content improvement included sharing technology tips, posting advocacy information, virtual tours of member libraries, etc.
 - It may be more effective to use our fledgling Google Site page as an alternative to the wiki.
 - Either way, a collaborative site (like a wiki or Google site) should be promoted over the use of the listserv, as the information is stored in a more permanent, organized and accessible way.
 - The Council agreed that a committee of people is needed to discuss the best tool to be used, the organization of the site, and the content to be included. Several members, including Brendan Breen, Marifran DeMaine and Sudha Narsipur, expressed interest in being on such a committee.
 - It will be best to promote the new site to the general SLS membership *after* its focus, content and organization have been decided and implemented.

- **Cooperative Efforts with other Library Systems**
 - Our cooperation with Eastern Suffolk BOCES SLS as well as Southern Westchester BOCES SLS will help us meet this goal.
- **Instructional Technology**
 - Ongoing workshops on databases, Google Apps, etc.

End of the Year Survey

Judy discussed her concerns about the end-of-the-year survey of all member librarians. In the past, the response rate has been low. Judy feels some of the questions need to be revised as this may increase the response rate, as well as the usefulness of the information collected. The report to the state is not due until September 30th. The Council discussed the possibility of sending the survey out in two sections: one part in June (which would collect basic statistical information) and the second part in early September (which would have more detailed questions, based in part on an analysis of the results from part one). Because many librarians are especially busy in June, this plan might improve response rate.

2012 - 2013 Calendar

The Council reviewed the draft calendar that Judy submitted. Next year's calendar reflects essentially the same number of meeting times as in past years, with the exception of a few extra full days and some afternoon network meetings. The purpose of the extra full days has yet to be determined, but Judy noted that room space at BOCES is very tight, and it is necessary to reserve dates far in advance.

End of the Year Meeting

The breakfast meeting will be held on June 8, 2012. There are not as many retirees as last year. Judy will say a few remarks about each person, and then librarians from the respective districts will make a presentation to honor their retiree.

Next Council Meeting

The next Council meeting is tentatively scheduled for September 12, 2012

Brendan Breen made a motion to adjourn the meeting; Mary DeBellis seconded the motion. The meeting was adjourned at 5:30pm.

Submitted by Karen Baker
SLS Council Secretary

