TO: Council Members
School Library System CC/Liaison Committee
BOCES Educational Services Center
October 3, 2013
Meeting Minutes

CC/Liaisons Present: Julie Bailey, Jessica Burgoyne, Joan Fischer, Becky French, Jennifer Henry, Rachel Livingston, Melinda Miller, Michelle Rowley, Irene Sinclair, Penny Slate, Melissa Starks, Laurie Sydow, Ginger Tebo, Brenda Trivilino, Kelly Wilson, and Karen Wright

Others Present: Kathryn Bell, Sheila Gagnon, Culleen Mandigo, Natalie Panshin, Lynne Ronan, Kathy Scharf, and Cheryl Seymour

CC/Liaisons Absent: Mary Dixon, Becky Dullea, Diane Purvis, and no representative for Morristown

The meeting commenced at 1:05 PM.

1. **Welcome, Housekeeping items, and Approval of agenda (Handout)** – The SLS Director and Secretary were unable to attend this meeting. Therefore, the SLS Information Services Librarian, Natalie Panshin and Library Clerk, Sheila Gagnon filled in for them. Natalie welcomed back Jennifer Henry who is now at Madrid-Waddington Central School. She also welcomed Heuvelton Central’s new Library Assistant, Culleen Mandigo.
   - Agenda – The SLS has gone green now with agendas with links to documents. The linked agenda will be emailed to everyone, but will also be found on the CC/Liaison Communications webpage. The agenda was approved.
   - **Glossary of Acronyms** – This link shows the list of library jargon.
   - **School Representatives** – This link takes you to the School Librarians, Aides, and Assistants list and the CC/Liaisons, AV Coordinators, and Microcomputer Representatives list.
   - “Libraries Change Lives” declaration handout was passed out to attendees.

2. **SLS Funding – 2013-2014** – There was a slight increase in funding over last year. The Division of Budget did not release the amounts until the middle of August. The SLS has received the funding for this year.

3. **Council Membership** – Angela Newman is the new North Country Library System (NCLS) representative on the Council. Our new Parent Representative, unfortunately, is moving away and will need to be replaced. It does appear we have a name from Colton, but the person has not officially said yes yet.

4. **Committee Reports (Pink handout)**
   - VRL Titles – There are 269 titles and 628 volumes.
   - CCCD Kit ideas –
     - The committee report handout was reviewed for the CCCD kit suggestions from last summer. It was stated that suggestions were made from the September AV Coordinators’ meeting for a kit on bullying.
and possibly one on pirates. Please email Marcia Eggleston (meggleston@sllboces.org) with any ideas and she will share with the CCCD committee.

- Librarians can use CCCD money for ebooks but will have to purchase 18 licenses to be able to share with all the districts. The librarians were wondering if we would put these into each OPAC or would have own username and password to access it. This will be checked on. It was also asked if the ebooks were bought through GALE and if the price would be what is on the GVRL sheet.
- Please let Marcia Eggleston (meggleston@sllboces.org) know of items that should be added to the kits we already have so they can be kept updated.

5. Update on Common Core Issues
   - WSWHE Assessment bank – Attendees were asked “How many are being evaluated under the new APPR requirements?” And, the response was: None of the librarians are being evaluated through the new procedure. The cost for the assessment bank is $1000 and is done as a cross contract. The attendees were asked, “If this is not something the majority needs, do we want to wait on this?” The CC/Liaisons want to wait on answering this as it doesn’t seem to have a need for this right now.
   - Regional Assessment Timeline (Color-printed handout) – Again a big thank you to Trina Griswold for sharing this information with us. The CC/Liaisons requested for this link to be added to the website along with the other calendar. Also, see if Lisa Rushlow can get an excel copy of this posted so it can be manipulated by librarians.
   - Research Requirement/Regents – The Regents will vote on changes at their November meeting on the 18-19th. Marcia Eggleston will keep you informed of anything she finds out.

6. SLS Mentoring/Orientation Program
   - There was an SLS Orientation this year. There was one new librarian and several new aides and assistants.
   - The Mentoring Sessions will occur this year on Nov. 21st and March 13th. A memo and questionnaire will go out soon to see what should be covered at the November session.

7. Professional Development - The OPALS training session occurred on Aug. 30th. The SLS will continue to show CCCD kits at our meetings. The Native Americans and Digital Literacy kits were on display in the conference room with a couple of copies of each of the four new novels.

8. District Member Plan (DMP) 2013-2014 – The Council decided to do the DMP short form this year. A copy of the draft revision was included in the meeting packet. The CC/Liaisons requested and approved with all attendees in favor of the following changes for the SLS to make to the DMP short form:
   - On page 10 under Physical Plant, Karen Wright (OEL/OEM/OGK) would like the first question put back in.
   - On page 7 under Programs and Services, Kelly Wilson (CCE/CCM/CCH) would like question #4 added back in.
   - On page 3 under Library Resources and Services, Jennifer Henry would like question #1 added back in.
   - Melinda Miller (CPE/CPP) will let the committee know of the changes.

9. SNAP Update – Things are progressing. The LRC staff members are still getting used to the new program and Cory Reynolds, Mark Tebo, Sheila Gagnon, and Natalie Panshin have worked together very well to keep things running smoothly. A big thank you to all four of them.

10. SEARCH Update – Things are working pretty well. If you are having issues with any databases, please do not hesitate to contact Marcia Eggleston, Natalie Panshin or Darin McHenry. They are working together to keep things moving. Opposing Viewpoints added to NOVELny created yet another wrinkle, but we are working on getting alternate databases for those schools who purchased it from us. The good news is Opposing Viewpoints was purchased on a three year deal, so we will have it for a while.

11. SLS Manual Online – Many thanks to Lisa Rushlow for getting the SLS Manual online. Natalie Panshin demonstrated where to find the online SLS Manual and its contents.
12. **SLS Communications Folder** – SLS documents that are preferred to be under password protection are found here. You will find the Booktalk Weekly, District Member Plan, etc. in the SLS Communications Folder.

13. **Technology update**
   - **OPALS Update** –
     - Natalie Panshin attended the July OPALS meeting and brought back information on OPALS updates.
     - Conducted Aug. 30th OPALS training for library staff and librarians.
   - **GVRL Update** – There are now 40 new GVRL ebooks that have been received. Librarians will be notified when these have been added to their OPACs.
   - **Yearbook Digitization Grant** – The SLS didn’t get approved for the grant but NNYLN has volunteered to scan our yearbooks for us. They will be working on this and are currently working on Edwards-Knox. Marcia Eggleston checked with the yearbook company to see if they would sell us a digitized yearbook and they said no. The CC/Liaison are inquiring if the yearbook company could sell us a CD and we would not post it for six years. **Natalie Panshin will check with Marcia Eggleston on this.**
   - **St. James Meeting** – Natalie Panshin will be meeting with St. James (new) principal on Friday, Oct. 4th to discuss when we might start the automation process for their school. **Natalie will share with the CC/Liaisons the results of this meeting.**
   - **OPALS Training** – Attendees discussed when to have John Schuster come to a SLS Day in either February or April. CC/Liaisons decided they would like to have John Skype in at the February meeting and then have him come to the April meeting.

14. **Other**
   - **Journal Routing & Returning** – *(Handout)* – If you have not signed up for journals this year, please do so. It is also important to return them as close to the due date as possible because others are waiting.
   - **Meeting Dates for 2013-2014** – Many thanks to Lisa Rushlow for setting up the Meeting Dates page on the website. It is now found in the left hand list. All meetings are listed here with links to pertinent website.
   - **SLNYY Fall meeting** – *(Handout)* – Plans are being made to visit the SUNY Canton Southworth Library. They are NYLA’s Award winning library. Michelle Currier, Director, will be giving the tour. **Natalie Panshin will email a doodle poll to see which suggested date works best for everyone.** A SLNYY membership form was passed out to attendees.
   - **Kapco Training at Feb. 6 meeting** – There was a discussion on if Kapco should come to the February 6th meeting. The attendees decided to have Kapco come to next year’s October or December’s meeting in the morning.
   - **Cool tools with Polly Farrington** – there are 8 or 9 members that would participate.
   - **Core Collections** – We already have it, it is part of Omnifile/Wilson.
   - **NCLS Battle of the Books** – Many thanks to the new Youth Services Coordinator, Angela Newman for sharing the NCLS Battle of the Books list with us so soon. She is a welcome addition to the Council.
   - **Librarians and the Common Core brochure** was handed out.
   - **NCAC Youth Free Expression Project** – *(Handout)* – A postcard was included in the meeting packet which gives a website address for more information. There are four different scholarships available if students are interested. Deadline to enter the contest is December 13th.
   - **SSL Spring Conference** – The SSL Spring Conference will be from April 24-26, 2014 in Syracuse. The featured keynote speakers are: Dr. David Lankes from Syracuse University; Dr. Marc Aronson, noted YA Nonfiction author; Richard Byrne, Ed Tech Guru; and Carol LaRow, Google Certified Trainer. Please consider going to this important professional development opportunity.
   - **SLS Director** – It was announced that Marcia Eggleston’s will be taking a disability retirement effective December 31st. This was not an easy decision for her, and she will miss the job and each of you very much. As long as her health allows, she will continue to be around and volunteering to help out.

MME/NP/sg/lr 10/18/13