

Nassau County Library Association
 Executive Board Meeting Minutes
 Nassau Library System
 November 8, 2013

In Attendance: Ed Goldberg, Elaine Cummings-Young, Peter Cirona, Mary A. Stephens, Joanne Spencer, Art Friedman, Diane Mason, Dalal Fatoush, Jan Heinlein, Elizabeth Olesh, Laura Giunta, James Hutter, Grace Palmisano, Courtney Greenblatt, Amrita Madray, Mamie Eng, Min Liu, Ken Bellafiore, Jeffrey Feinsilver,

Call to Order: The meeting was called to order by President Elaine Cummings-Young at 9:43 AM.

I. Review and Approval of the Previous Minutes and Notes

- a. Dalal Fatoush moved to approve the minutes.
- b. Courtney Greenblatt seconded the motion. The minutes were approved unanimously.

II. Treasurer's Report: Ed Goldberg

- a. The following is the November Treasurer's Report:

Nassau County Library Association			
Treasurer's Report			
November 2013			
			October 30, 2013
			<u>Balances</u>
Checking Account			
TD Bank			\$5,128.83
Savings			
TD Bank Checking Account			<u>\$48,969.55</u>
			<u>\$48,969.55</u>
<u>Special Funds</u>			
Intellectual Freedom/Civil Service			
TD Bank Money Market			\$10,414.75
NCLA Scholarship			
TD Bank Money Market			\$30,864.41
Continuing Education Grants			
TD Bank Money Market			\$7,010.67

Year to Date Income-thru October 31, 2013					\$49,970.46
Year to Date Expenditures-thru October 31, 2013					\$47,784.08
Long Island Library Conference Income (not included in above)					\$7,575.29
Respectfully submitted					
Ed Goldberg					
NCLA Treasurer					

- b. Deidre Goode moved to receive the Treasurer's Report. Dalal Fatoush seconded the motion and the Treasurer's Report was approved.

III. President's Report: Elaine Cummings-Young

- a. President Elaine Cummings-Young thanked everyone for their support and patience while she was on leave.
- b. Due to recent changes in New York State Legislation, BOCES can now work with public libraries. Mary Stephens and Joanne Spencer from Nassau BOCES spoke about what BOCES can offer to public libraries, including:
- i. Language Programs
 - ii. Art and Enrichment Programs
 - iii. Outdoor and Environmental Education Programs.
- c. For a more detailed description of the programs BOCES can offer public libraries, please see the attached documents.

IV. DIVISION REPORTS

- a. **Academic & Special Libraries – Danielle S. Apfelbaum (Absent/No Report)**
- b. **Children's Services – Marie Drucker (Absent)**
- i. The Children's Services Division (CSD) last met on Monday, October 21, at the Malverne Public Library. Our next meeting will be Monday, December 16, at a location yet to be determined.
 - ii. CSD's fall trip to the Society of Illustrators gallery in Manhattan is on Tuesday, November 18. CSD will not have a regular executive board meeting in November.
 - iii. CSD's survey on school-public library collaboration has been completed. CSD will have an executive summary ready soon and it will be up on our website.
 - iv. CSD's December installation breakfast will be Monday, December 2, at Carlyle on the Green, and our speaker will be author Audrey Vernick.
 - v. CSD's new website is up and running. Please visit it at childrensservicesdivision.wordpress.com.
- c. **Media Services – Grace Palmisano (Absent)**
- i. The Hoopla workshop, held on October 22, was successful.

- ii. The Division will be sending out nomination ballots soon.

d. Programming & Public Relations – Dolores Nicholes (Absent/No Report)

e. Reference & Adult Services – Jean King

- i. The Reference and Adult Services Division (RASD) is having its last program of the year today (Friday) at the Syosset Public Library. RASD is expecting close to 40 people. The topic is “Providing Health Information @ Your Library” and the presenter is RASD’s vice-president Susan Santa.
- ii. RASD is having trouble finding someone for the vice-president/president-elect position for the RASD board next year. The division has filled the other slots on the board. Because of this problem RASD has not sent out its ballot yet. If anyone knows of someone who would be interested, have them contact Jean King at the West Hempstead Library.
- iii. RASD’s next executive board meeting is Thursday, Nov. 14 at 9:30 a.m. in the NLS preview room.

f. Support Staff Division – Connie Stanga (Absent)

- i. The Support Staff Division (SSD) went to Port Jefferson on October 23 to see *Les Miserables*. The event went well.
- ii. This coming Wednesday, November 13, the SSD will be hosting a Roundtable Discussion at Uniondale Public Library.
- iii. The installation of officers luncheon will be held December 13.

g. Young Adult Services – Courtney Greenblatt (Absent)

- i. The Young Adult Services Division (YASD) will hold its November Author Program on November 21 from 1:30-4:00 pm at Nassau Library System. The guest speaker is Kat Rosenfield, author of *Amelia Anne is Dead and Gone*, a debut novel nominated for a 2013 Young Adult Edgar Award and a regular contributor to pop culture websites Barnes & Noble’s *Sparklife* where she is known as Auntie SparkNotes and MTV.com’s *Hollywood Crush*. Ms. Rosenfield will share her engaging combination of author appeal, contemporary advice columnist, and pop culture savvy. All are welcome to attend.
- ii. The YASD December Brunch and Installation of Officers will be on Thursday, December 5 from 9:30AM-Noon at the Hofstra University Club. The program *Be Your Best Self: Everyday Strategies for Happiness and Fulfillment In and Out of the Library* will feature a panel of experts who will share tips for achieving satisfaction and growth in your library career and your life. The guest speakers will be MaryClare Chiofalo, Wellness Advisor, Ellen Firer, Director, Merrick Library, and Marissa Wolf, Children's Librarian, East Orange Public Library, Book Reviewer for *Voices of Youth Advocates (VOYA)* Professional Journal, and creator of Tosho-con at Rockville Centre Public Library, the first library anime convention in Nassau County.

V. COMMITTEE REPORTS

i. Archives – Stuart Schaeffer (Absent)

- i.** President Elaine Cummings-Young spoke with Stuart Schaeffer, who told her he is looking to discuss divisions and committees digitally sending their reports and minutes to him, potentially at the December 13 NCLA Executive Board meeting.

b. Civil Service – Ken Bellafiore

- i.** The Civil Service Committee met on October 18 at NLS.
- ii.** The MLD Executive Board provided 5 charges to the NCLA Civil Service Committee:
 1. Request that Librarian 1 scoring include experience and extra masters degrees.
 2. Allow a part time option for Librarian .1
 3. Replace the term “typing” with “keyboarding.”
 4. Let civil service provide a list that deals specifically with technology positions that libraries can use to canvas.
 5. Canvas directors about the possibility of making the library trainee position competitive.
 - a.** With regard to charge number 5, the subcommittee looked into the pros and cons of this idea. Based on the findings of the subcommittee, the charge was taken back to the MLD Executive Board and withdrawn. Therefore, the Civil Service committee will no longer be trying to make the library trainee position competitive.
 - i.** Making it competitive won’t give libraries enough flexibility to hire outside of Nassau County. It would also make libraries responsible for having to pay unemployment if, after the probation period, the library didn’t want to hire the individual.
 - ii.** Suffolk County has a competitive library trainee position, and trainees have to take the same Librarian 1 exam.
- iii.** Ken Bellafiore noted that when the joint committee formed, it was determined that the MLD Executive Board would decide on the charges for the Civil Service Committee.
- iv.** The next committee meeting will be held Friday, November 22 t 9:30AM at NLS.

c. Computers and Technology Committee – James Hutter

- i.** The committee met on Wednesday, November 6. Approximately 30 people attended, all from different libraries.
- ii.** The meeting included discussion on tablet lending in public libraries, software, and cloud backup.
- iii.** The committee will have its next meeting the first week of February.

d. Constitution & Bylaws

- i. President Elaine Cummings-Young has asked someone to consider being the chair of the Constitution and Bylaws Committee and is awaiting an answer. Currently, there is no chair.
- ii. There is consideration of making a Treasurer Elect position, so that those who are interested will have a year to learn about the position before becoming treasurer.

e. Continuing Education – Peter Cirona

- i. The committee presented a program on Monday, November 4 at NLS. The program, “How to Run an Effective Meeting,” was attended by 16 librarians and 4 directors. The feedback we received was positive. The presenter, John Mix, was a first-time presenter for NCLA and did a great job.

f. Directory – Art Friedman

- i. Art Friedman will be starting on the next edition of the directory soon.
- ii. Art Friedman noted that it was not necessary to limit the number of staff members included when submitting information for the directory. Every library should try to include every staff member.

g. Finance – Jan Heinlein

- i. The proposed NCLA budget for the year 2014 was in the NCLA October *Newsletter*. There were no questions and comments. Jan Heinlein moved to approve the 2014 budget as published. Peter Cirona seconded the motion and the 2014 NCLA budget was approved.

h. Institutional Services – Amrita Madray

- i. On October 25, Carolyn Bock, author of *Lie* conducted a workshop for English teachers of MercyFirst.

i. Intellectual Freedom – Jeffrey Feinsilver

- i. Freedom to Read was held at the East Meadow Public Library from 2-4 pm on October 19. The new Nassau County poet laureate, Mario Susko, attended. Although not as many attended as expected, those who did attend enjoyed it.
- ii. The next meeting will be held on November 13 at the Merrick Library.
- iii. Jeffrey Feinsilver noted several news items:
 - 1. There is a complaint in New Orland Park, Illinois because adults are allowed to use legal “pornography” at the library. ALA is taking the library’s side against censorship.
 - 2. The Plaquemines Parish school board is discussing whether or not they should lift a ban on *To Kill a Mockingbird*, which has been banned since 2001.
- iv. Art Friedman mentioned the newly proposed Freedom Act, which involves restrictions on the National Security Agencies’ activities.

j. LDA Award – Marcia Olsen (Absent/No Report)

k. Legislation – Frank McKenna (Absent)

- i. The LILRC Legislation Committee met this past Wednesday, November 6.
- ii. Library Advocacy Day will be Thursday, February 27. The rally begins at 10:00AM.
 1. Ken Bellafiore will contract for buses for the trip. There will be two buses, one of which will be shared with Suffolk County.
 2. The main legislative priority for Library Advocacy Day is to restore full funding for libraries and library systems.
- iii. On Election Day, Suffolk County included a proposition to revise a resolution which will allow libraries to use county lands, which passed. This resolution will help libraries renovate or expand.
- iv. Next year's golf outing will be September 18, 2014 and the Nassau County Legislative Breakfast will be September 19, 2014. Art Friedman suggested that NCLA consider scheduling the NCLA Executive Board meeting for September 2014 to happen the same day as the Legislative Breakfast, so NCLA members can attend the breakfast and then come to the meeting.
- v. Art Friedman noted that libraries are currently dealing with the tax cap when having to calculate pensions and other expenses, while schools are exempt. Art Friedman suggesting asking local legislators to make public libraries similarly exempt from the tax cap as well as the MTA tax.

l. Long Island Library Conference – Jessica Tymecki (Absent)

- i. Deidre Goode will serve as co-treasurer with Kelly Sheridan for the Long Island Library Conference (LILC).
- ii. The form to sponsor programs at the LILC needs to be submitted by December 6.

m. Membership, Promotion, and Mailing – Art Friedman

- i. As of November 7, NCLA had 889 members. At the same time last year, NCLA had 942 members.
- ii. The CSD has 199 members while the MSD has 86 members, and the Public Relations Division has 101.
- iii. Retirees has 98 members this year, while last year they had 94.5 members. NCLA also lost many Academic and Special Libraries members to the NY-Association of College and Research Libraries (ACRL-NY).
- iv. Art Friedman will be sending out renewal notices fairly soon and asked members to encourage co-workers to join NCLA.
- v. Art Friedman said NCLA can offer publication opportunities for academic librarians to encourage them to return to NCLA.

n. Mentoring – Natalie Korsavidis (Absent/No Report)

o. NCLA Promotions (No Report)

p. Newsletter – Mamie Eng

- i. Mamie Eng told members to send information for the December newsletter by November 8 or 9.
- ii. Advertisements for the NCLA newsletter will be reviewed by Mamie Eng. Advertisements need to be relevant to libraries and can be brought to the NCLA Executive Board for review.
- iii. Art Friedman noted that NCLA can let sponsors know about advertising with the NCLA newsletter during the LILC. Mamie Eng also will send the information to institutional members and to vendors.
- iv. Mamie Eng moved to put the advertisement proposal in place for 2014. Peter Cirona seconds. The proposal is approved.

q. Nominations – Natalie Korsavidis (Absent)

- i. Vice President Min Liu will work with Natalie Korsavidis, Rocco Cassano, and President Elaine Cummings-Young to include information on the nominees on the NCLA website. This information may also be used when working on the brochure for NCLA's Annual Dinner on January 10, 2014.

r. Outreach – Lee Gundel (Absent) and Mary Robinson (Absent)

- i. James Hutter spoke for the Outreach Committee.
- ii. The Outreach Committee held a program, *The Migrant Experience: A Talk with Gabriela Martínez Castillo*, on Wednesday, October 30th, from 9:30 am to 11:30 am at the Westbury Memorial Public Library.
- iii. Lee Gundel and Mary Robinson publicized the program, and James Hutter of the Westbury Memorial Library arranged for the speaker. The Westbury Memorial Library was kind enough to host the event. Mary Robinson arranged for online registration, which went very well.
- iv. It was a successful program: 20 people registered, about 16 or 17 were in attendance, and we gave out continuing education certificates to attendees.
- v. We received good positive feedback about the program, verbally and in writing.

s. Personnel Issues and Professional Concerns – Bobbi Benigno (Absent/No Report)

t. Programs (Annual Dinner)/Fundraising – Frank McKenna (Absent)

- i. The Annual Dinner will be held Friday, January 10, 2014 at the Pompeii in West Hempstead. There will be a DJ. The cost will be \$45 for NCLA members and \$55 for non-members, as it was last year.
- ii. Frank McKenna is currently working on a date for the Islander Fundraiser. It will be \$60, including both the game and dinner. NCLA will not be getting the shirts or hats. The dinner will be at the Marriot by the Nassau Coliseum.

u. Recruitment & Scholarship – Alicia Sanchez (Absent/No Report)

v. Retirees – Bobbi Benigno (Absent)

- i. Diana Mason spoke for the Retirees Committee.
- ii. Retirees met on Wednesday, October 30 at Domenicos in Levittown for their Spooktacular Retirement meeting.
- iii. December 10 the committee will be having its Holiday Cookie Swap. Attendees are to bring two dozen of their favorite cookies, plus recipes, to swap and share.
- iv. Next year's programs will be about the hidden gems and treasures of Long Island.

w. Statistics – Mamie Eng

- i. At the MLD meeting, there was a lot of negative response regarding sending out statistics to NCLA, even though the information is public. This information includes salary information, days the library is open, and budget information.
- ii. Library Boards of Trustees and Unions can use this statistical information to help employees.

x. Webpage – Rocco Cassano (Absent/No Report)

VI. LIAISON REPORTS

a. Long Island Library Resources Council – Min Liu

- i. Vice President Min Liu reported on two conferences that NCLA sponsored: the LILRC Annual Conference on Libraries and the Future, held October 24-October 25, and the Archive Month Conference, held October 4.
 1. The LILRC Conference was successful and had sixteen sponsors. 120 participants attended the Conference, October 25, which has a limited seating capacity.
 - a. LILRCevents.org has recordings of the speakers who spoke at the conference.
 2. The Archive Month conference had 62 people attend. A review of the conference is included in the newsletter.
- ii. The Annual Membership Meeting will be held on Tuesday, November 19 at 9:00AM at the Carlyle on the Green at Bethpage State Park. Voting members, other staff members, and anyone who wants to attend to learn more about LILRC are welcome.
 1. 9:00AM-10:15AM is the breakfast. After the breakfast, it is free to attend.
- iii. LILRC established the first service hub for sharing New York historical heritage data with the New York Digital Library of America. While state libraries usually takes the lead on setting it up, The New York State

Library has not, so LILRC will be setting it up. There was an announcement on ny3rs.org, and it will also be on the electronic newsletter for ny3rs.org.

- iv. On December 6, LILRC will be hosting the LILRC Hospital Library Services Program (HLSP) Annual Meeting at Cold Spring Harbor Laboratory. The program is open to everybody. The cost is \$50 for nonmembers, \$15 for LILRC members, and \$10 for retired or student members.
- v. On Tuesday, November 12, LILRC held the program, “Best Services in eReading Customer Service.”
- vi. On Wednesday, October 9 at Merrick Library, LILRC held the program, “Digital Media Labs 101,” which was very successful. This also included a tour of Merrick Library’s Media Center and Digital Media Lab.
 - 1. Those who attended want a follow-up training program about designing using a 3D Printer, which Merrick Library has.
- vii. The second round to submit for the subscription to Atomic Online Software Training closes on November 15. Those who subscribe will receive their subscriptions by December 1 and it will be a one year subscription. The subscriptions are offered by RB Digital Recorded Books and are much cheaper than the list price. The subscription offers training and tutorials in social media, Adobe, Apple, Google, etc.

b. Member Library Directors – Frank McKenna (Absent/No Report)

c. Nassau Library System –Elizabeth Olesh

- i. The annual meeting will be held Monday, December 2.

d. Nassau BOCES School Library System – Carl Vitevitch (Absent/No Report)

e. New York Library Association – Art Friedman (No Report)

f. Suffolk County Library Association – Tracy Van Dyne (Absent/No Report)

- i. SCLA officially became a chapter of NYLA in July 2013. Dues are payable to NYLA/NCLA; checks cannot be deposited if they are payable only to SCLA. The transaction fees have also been reduced to 6%, up to \$6.
- ii. Members can save by joining SCLA and NYLA together.
- iii. Next Thursday, November 14 is SCLA’s Annual Dinner at Holbrook. It is \$50 for nonmembers and \$40 for SCLA members. The deadline to attend is November 8.

VII. OLD BUSINESS

- a. There was no old business.

VIII. NEW BUSINESS

- a. Art Friedman noted that Barbara Hopkins passed away. She had been the director for Baldwin Public Library and had served as the treasurer for NCLA.
- b. Catherine Romanelli also passed away. She had been the director at Farmingdale Public Libraries before going to Sachem, and also had served as the president of NCLA.

IX. Adjournment: The meeting was adjourned at 11:40AM by President Elaine Cummings-Young.

Respectfully submitted,

Laura Giunta
Secretary

Language programs for libraries

Nassau BOCES Language Programs and Assessment Services has a number of initiatives currently available to enhance your library program and assist limited English speakers in your community. Our programs are in alignment with all New York State curricula and can be customized to fit the individual needs of your patrons.

Nearly 21 million people throughout the United States speak little or no English. That's a big number and the likelihood is that this statistic affects your community. Nassau BOCES has a number of programs in place to serve English Language Learners (ELLs).

➤ **Comprehensive Afterschool Programs**

Research shows that students in high-quality afterschool programs make significant gains, both academically and behaviorally. LPAS can deliver afterschool instruction at your library, with a focus on literacy development.

➤ **Professional Development**

Nassau BOCES qualified professionals can provide expert training for librarians and staff members who work with English language learners in your community.

➤ **Language Instruction**

LPAS provides foreign language instruction to students of all ages. We currently have offerings in Chinese, Japanese, Spanish and Arabic.

➤ **Cultural Enrichment**

We can offer single programs or short series to enhance understanding, awareness and appreciation of other cultures.

Contact: Mary Stephens mstephens@nasboces.org

"One language sets you in a corridor for life. Two languages open every door along the way."
Frank Smith

Non-discrimination Statement

Nassau BOCES advises students, parents, employees and the general public that it offers employment and educational opportunities without regard to sex, race, color, national origin or handicap. Information and grievance procedures are available by contacting the following Civil Rights Title IX Section 504 ADA Compliance Officers in the Human Resources Department at 71 Clinton Rd., Garden City, NY, 11530: Lawrence McGoldrick, Acting Director, at 516-396-2358, lmcgoldrick@nasboces.org, or Selma Shelton, Assistant Director, at 516-396-2360, sshelton@nasboces.org. A copy of programs and educational courses offered and available to residents may be obtained from our website, www.nassauboces.org.

Language Programs and Assessment Services
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Tel: (516) 396-2256 • www.nassauboces.org

Arts and enrichment programs for libraries

Nassau BOCES Arts in Education will work with you to bring arts and enrichment programs to your library. We take the burden off your staff by managing all aspects of the program from identifying and booking artists to contracting and paying them. Following is an overview of the types of programs we offer.

➤ **Visiting Artists**

Authors, poets, storytellers, musicians and visual artists for morning, afterschool and weekend sessions, as well as special summer series

➤ **Workshops**

Music workshops include master classes and instrument demonstrations. Writing workshops can be geared to a variety of age groups from children to adults. Library skills workshops, such as Jason Edward's "The Monster Hunt," are available.

➤ **Theater**

Theater program with solo performers, small ensembles and troops for drama and musical theater productions, as well as holiday-themed performances

➤ **Parent/Child Programming**

"Mommy (or Daddy) and Me" programs in literature, music and visual arts.

➤ **Multimedia Presentations**

Our current lineup includes Michael Harrold's "In the Footsteps of Marco Polo" and Danielle Zuckerman's "Global Classroom."

➤ **Speakers**

Speakers on a multitude of topics including bullying prevention, motivational speaking, history (such as Holocaust survivors), and child protection (from agencies such as Bias Help, LIPEN and Parents for Megan's Law)

➤ **Exploratory Enrichment**

Craft programs, zumba, yoga and academic enrichment (such as Greg Tang's "Making Math Meaningful" and "Mad Science")

➤ **Field Trips**

Trips to museums on Long Island and in New York City, as well as to Broadway shows and events, such as the circus at Nassau Coliseum

Contact: Joanne Spencer jspencer@nasbooces.org

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Arts in Education
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Outdoor and Environmental Education programs for libraries

The Nassau BOCES Outdoor and Environmental Education (OEE) program has a number of initiatives available to bring exciting activities to your library community. Our programs are in alignment with all New York State curricula and can be customized to fit your library patrons' interests.

AT THE LIBRARY

We can bring the outdoors right into your library! Our onsite offerings include:

- Science Guy: Our experts will deliver compelling lectures enhanced by engaging slide shows on a variety of topics. These lectures would ideally be paired with field trips to provide a practical, "hands-on" component.
- We have a number of exciting exploration workshops including:
 - EarthBalloon – a 19-foot-high globe that visitors can explore inside and out
 - Giant Map – 30'x40' walk-able representations of Long Island
 - Starlab – a portable, inflatable planetarium presenting the wonders of the night sky
 - Other workshops and topics can include apple cidering, primitive technology and historic crafts.
- No Child Left Inside: This program for parents starts with an interactive literary discussion of Richard Louv's book, *Last Child in the Woods: Saving Our Children from Nature Deficit Disorder*. "Practice excursions" for both parents and their children to local parks and Nassau BOCES OEE sites can be added to enhance the program. Curricular activities are supported by resources from the Early Years Institute.

BEYOND THE LIBRARY

There are a number of programs available offsite at our Brookville and Caumsett Environmental Education Centers, as well as a variety of Long Island locations (such as Jones Beach). Our offsite offerings include:

- Parents as Partners: a number of ecology field programs can be designed for the whole family, at compelling locations including ponds, the seashore, forests and a salt marsh. We also offer unique activities such as maple sugaring.
- Adult Outdoor Skills: programs for adults include canoeing, birding, geocaching and naturalist-led walks at various Long Island locations.
- School Break: provide this environmental alternative to childcare to your community by offering both Parents as Partners family opportunities and challenging, age-appropriate outdoor education programs for kids aged pre-teen through middle school as single or multiple day experiences.
- Early Childhood: these early intervention programs introduce children to nature during key developmental stages, using the outdoors and the environment to develop literacy skills.

Contact: Carolann James @ cjames@nashoces.org or Bill Monahan @ wmonahan@nashoces.org

"Study nature, love nature, stay close to nature. It will never fail you."

—Frank Lloyd Wright

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