

Nassau County Library Association

Executive Board Meeting Minutes

Hybrid Virtual & In-person meeting at the Nassau Library System

April 11, 2025

In Attendance: Art Friedman, Cara Howfield, Catherine Barretta, Elly Muller, James Hutter, Jim Mantegna, Jody Ruggiero, Lisa Zuena, Lois Young, Madeline Feehan, Mamie Eng, Marion Dodson, Mary Carol Moore, Melanie Davidoff, Michelle Samuel, Mildred Bernstein, Roseanne Dorfman, Rosemarie Birofka, Selina Sharmin, Shannon Dalrymple, Stacey Mencher, Syntychia Kendrick-Samuel, Tim Spindler, and Tracy Horodyski.

Call to Order: by Melanie Davidoff at 9:41 a.m.

I. Review and Approval of the Previous Minutes and Notes

- a. Mary Carol Moore made a motion to approve the March minutes. Stacey Mencher seconded. March minutes were approved.

II. Treasurer's Report: Cara Howfield

- a. The following is the April Report.

	Treasurer's Report			
	April 2025			
			March 31, 2025	
			Balances	
Checking Account				
TD Bank			\$11,521.59	
Savings				
TD Bank Checking Account			<u>\$84,412.97</u>	
			<u>\$95,934.56</u>	
<u>Special Funds</u>				
Intellectual Freedom/Civil Service				
TD Bank Money Market			\$10,609.94	
NCLA Scholarship				
TD Bank Money Market			\$45,757.71	
Continuing Education Grants				
TD Bank Money Market			\$11,655.62	
Year to Date Income-thru March 31, 2025			\$25,267.37	

Year to Date Expenditures-thru March 31, 2025				\$7,696.39	
Respectfully submitted					
Cara Howfield					
NCLA Treasurer					

- a. Catherine Barretta moved to receive the Treasurer's Report. Jody Ruggiero seconded it. The report was received.

II. President's Report: Melanie Davidoff

- a. Melanie advised that the Covid relief fund, that was used to assist individuals with NCLA membership dues, has been exhausted and thanked the anonymous donor who made the fund possible. The board is looking at options to continue to help people who are experiencing financial hardships.
- b. Melanie moved to appoint two new co-chairs of the Pop Culture Committee: Jenn Jordan (Syosset Public Library), and Kyle Fichtner (Bryant Public Library). Catherine Barretta seconded.
- c. Melanie let everyone know that the *Free for All: The Public Library* PBS documentary was shown at the Port Washington Public Library, and was inspiring. Libraries are able to do a screening through PBS or Indie Lens.

III. Division Reports

a. Academic & Special Libraries: James Mantegna

- i. We are getting ready for the Herb Biblo Invitational Library Conference on April 24th, which will be held at Nassau Community College. Our speakers will be presenting on various aspects of Artificial Intelligence and Generative AI, from classroom and ethical issues (presented by Daniel Fernandez of the NCC Philosophy department), to actual student habits related to large language models, as revealed in a survey conducted by Megan Marchese of Farmingdale State College); to the implications of AI in institutional research design (by Gwendolyn Reece of American University).
- ii. The Academic & Special Libraries Division is sponsoring two programs for the Long Island Library Conference. Our Fall Roundtable was held in December - much later than usual - and featured Summer Buffin from NYIT presenting on the use of TTRPG - Table Top Role Playing Games to connect with students and patrons in various library settings to increase engagement and information literacy. The attendance was better than expected for that Roundtable, and attendees had an interest in learning more, so we suggested to Summer that she propose a program for the Long Island Library Conference, which was accepted, so we are working on a format for her presentation, Initiating Life-long Patron Relationships with the Library Through TTRPG. The presentation has an early slot in

the Roosevelt Room of the Melville Marriot. The second program we are sponsoring will be presented by Danielle S. Apfelbaum and Samuel Horstmann from Farmingdale State University, and Derek Stadler of LaGuardia Community College. The title is: Demystifying Mentoring: Mentees and Mentors on Participating in a Professional Mentoring Program

- iii. We are also formulating our Spring Roundtable, a virtual event for Academic Librarians. We are planning on a tentative date of Friday, May 2nd (the week before the Long Island Library conference) and will feature Selenay Atyac from Long Island University, discussing research that she and a number of colleagues published on the topic of best practices in information literacy. The title of the article: *An Exploration of Teaching Strategies Used by Librarians: Cases in Information Literacy Instruction by High School and College Librarians.*

b. Children's Services: Tamelee Young (Absent with Notice), No report.

c. Media Services: Natasha Drax (Absent with Notice)

- i. We will be holding our first Roundtable event on Zoom on April 29th at 2 p.m. Up for discussion is the streaming experience: services, practices, and issues.
- ii. Our next board meeting will be on Tuesday, April 14th at 2 p.m.
- iii. Swank has just announced their own streaming platform for librarians and will be holding an information session on April 16th. Natasha will forward this email to the NCLA listserv.

d. Programming & Public Relations: Marion Dodson

- i. We had our first official 2025 board meeting on Zoom on Friday, March 21st. It was a great meeting and a lot was accomplished including setting the dates for future board meetings and three Programming Roundtable discussions.
- ii. The first Programming Roundtable of the year will be on Wednesday, April 23rd at 2:30 p.m. at NLS. Registration is open and going well. There are still spaces left. It is free for NCLA members and \$15 for non-members. CEUs will be issued to all who attend.

e. Reference & Adult Services: Martha DiVittorio

- i. We had a very successful virtual program on May 25th: Carol Fitzgerald's (*Bookreporter*) Best Bets & Sleeper Hits 2025. A total of 53 people registered and NCLA received \$45 from non-member registrations. We had about 32 people on the Zoom and sent a link to the recording to everyone who registered.
- ii. The RASD division has 2 programs at this year's Long Island Library Conference:
 - 1. Lessons Learned from One-on-One Genealogy Research – Salons 4,5,6 at 9am ~ (sponsored in conjunction with SCLA's RASD

division) Speakers: Jessica Brown, Patchogue-Medford Library and April Lynne Earle, SUNY Farmingdale

2. All the Feels: Leading with Emotional Intelligence - Nassau/Suffolk Room at 9am, Speaker: AnnaLee Dragon, Executive Director, New York Library Association
3. Lastly, RASD will have a relaxation-themed raffle basket including self-care items, paint by numbers, and wine.

iii. The Division is working on programs for the Fall - please stay tuned.

f. Support Staff Division: Eric Gaertner (Absent with Notice)

- i. We are holding our first class this year in 2 weeks at NLS with Nicole Scherer, NLS Assistant Director, as the speaker. There will be a morning and an afternoon session. So far approximately 30 people are registered.
- ii. We started the process to make a new banner/tablecloth for our division.
- iii. We are in talks of setting up a facilities class to demo some machines, show new products and hold a meet and greet with the other facilities members. We hope we have a good turnout for that.

g. Young Adult Services: Shannon Dalrymple (Absent with Notice)

- i. We'll be hosting an informal social meet-up on April 11th at the Round One arcade in Hicksville. Everyone is welcome to attend! About 15 people are registered so far.
- ii. The Division will be moving the BEST Award to match Suffolk's YASD's timeline, so it will now be given at the annual December Brunch instead of the Long Island Library Conference. Both Divisions believe it will allow more students the opportunity to attend and receive the award in-person.
- iii. The Division is planning its annual June Brunch.

IV. COMMITTEE REPORTS:

a. Annual Dinner: Dalal Fatoush (Absent), Chris Marra (Absent with Notice), Barbara Mickowski (Absent)

- i. As requested by the NCLA membership, we are planning to hold the 2025 Annual Dinner/Installation of Officers at the Coral House in the Colonial Skylight Room (same room as last year/main level) on Thursday, December 4th. We are in the process of finalizing the contract. With this contract we would need to guarantee 75 attendees - this is the same amount as in the past and is common among many venues. We have always exceeded this amount, and we are hopeful to do the same this year. The cost of the contract is \$5 per person more than last year (+fees/tips). This seems fair to us for what we are getting. We will be locking in this price as prices are going up everywhere. We will try to keep the cost to attendees as close as possible to last year's cost. A check for the deposit needs to be issued.

- ii. We are looking forward to celebrating with everyone on Thursday, December 4th at the Coral House!
- iii. Syntychia thanked the committee for their hard work and for setting the date far enough in advance to allow people to plan accordingly.
- iv. Art commented that he hopes to see incoming Division presidents attend so they can be installed at the dinner.

b. Archives: Natalie Korsavidis (Absent with Notice), No report.

c. Civil Service: Mamie Eng

- i. Caroline Ashby, Director of NLS, Nicole Scherer, several library directors, a few trustees, and Mamie met with the new Executive Director of Nassau County Civil Service, Carnell Foskey, and staff on April 8, 2025. He has agreed to entertain a residency waiver for Librarian I candidates for a two-year pilot program, pending the Civil Service Board's approval.
- ii. Other topics such as credit for Librarian Trainees, non-competitive positions, and promotions were mentioned, but no action is being considered at this point.

d. Computers & Technology: James Hutter and James Hartmann (Absent)

- i. Our April 10 meeting had to be rescheduled due to unforeseen circumstances. We are hoping to set a new date soon.
- ii. As of now, our meetings for 2025 will be joint meetings with SCLA CATS/TIF and should be on the following dates:
 - 1. Thursday, June 12 at 2:30pm in-person at Half Hollow Hills Community Library
 - 2. Thursday, September 11 at 2:30pm in-person (location TBD)
 - 3. Thursday, November 13 at 2:30pm on Zoom
- iii. Our submission to the Long Island Library Conference has been selected! Please join us at 9am in the Vanderbilt Room for: "Closing the Digital Literacy Divide: Services for Seniors." Closing the digital divide is about more than just providing connection to the online world. Seniors often feel left behind by the changing technological landscape. In this talk, we'll discuss our model of closing this digital literacy divide, which includes a mix of one-on-one assistance, group instruction, and homebound visits. We'll cover resources you can use to assist in creating your own digital literacy programs. Speakers: Melanie Davidoff (Port Washington) and Meaghan Barbari (Port Washington).

e. Constitution & Bylaws: Lois Young and Stacey Mencher, No report.

f. Continuing Education: Peter Cirona (Absent) and Lee Gundel (Absent), No report.

g. Directory: Art Friedman

- i. Today is the due date for libraries to send changes for the Directory. Phone calls will begin to libraries who have not responded.

- ii. Art advised that SCOPE, a local organization, has similar directories (for the school community) that contain information that is also included in the NCLA Directory, but at a higher cost. The NCLA Directory is included with NCLA membership.
 - iii. The committee will take changes up until the time of publication.
 - iv. Art will talk to vendors at the Long Island Library Conference to see if they would like to advertise in the Directory.
- h. Emerging Librarians: Yolanda Philips (Absent) and Juliet Sanchez (Absent),**
No report.
- i. Finance: Jan Heinlein (Absent with Notice),** No report.
- j. Health Services: Jeanne Strausman (Absent with Notice),** No report.
- k. Institutional Services: Jeanne Lettieri (Absent),** No report.
- l. Intellectual Freedom: Frank McKenna (Absent with Notice) and Mara Marin (Absent)**
 - i. The Annual Art and Essay contest awards presentation will take place on June 5 at the Levittown Public Library. A call for judges has been sent out.
 - ii. The next meeting will be on April 22 at 11:00 am, on Zoom.
 - iii. Two programs were accepted for the LILC. One will be about AI in library services with Nick Tanzi, Assistant Director of the South Huntington Public Library. The second program will be presented by Elyse Graham, author of *Book and Dagger: How Scholars and Librarians Became the Unlikely Spies of World War II*.
- m. LDA Award: Maryanne Linehan (Absent with Notice) and Catherine Barretta**
 - i. Thank you to all that have submitted nominees. We had three nominations this year and the winner has been picked, and will be announced at the Long Island Library Conference.
 - ii. Thank you also to Art for once again presenting the award to this year's winner at the Conference.
- n. Legislation: Frank McKenna (Absent with Notice)**
 - i. As of April 10, 2025 the NYS Budget has not been approved by the legislature.
 - ii. The Trump Administration and DOGE intends to cut funding for the federal Institute for Museum and Library Services to the lowest possible legal levels. These proposed cuts would have a hugely negative impact on the services, programs and collections of the New York State Library and the administration of the Construction Aid program among many other negative impacts.
- o. Library Staff of Color: Syntychia Kendrick-Samuel, Michelle Samuel, and Egit Johnson-Guillame (Absent)**
 - i. The committee will be presenting "Succession Planning to Build Future Leaders" at the LILC.

- ii. Syntychia advised that the Black Caucus of ALA released the names of the 2025 Literary Award winners. She will share the press release on the NCLA listserv. She further advised that public libraries have the opportunity to stand up and make sure these books are in our collections, particularly at a time when such voices are being removed and silenced.
- iii. Syntychia discussed LILRC's recent meet and greet with ALA President Cindy Hohl. It was a moving presentation, and the committee will be bringing such light and positivity into their work.

p. Long Island Library Conference: Stacey Mencher

- i. We are excited about the conference on Thursday May 8. We have a meeting later today to go over the food options and floor plans for the conference. Once again, please let NCLA President Melanie know about tables, the committee has let association presidents handle tables for divisions and committees. All tables must be staffed throughout the day. The committee has noticed if tables are left unattended.
- ii. We have had a few more sponsorships as well as an influx of vendor and attendee registrations.
- iii. Jan advised that she knows the committee will be looking for a bridge loan until receipts from the online registration are received. Her recommendation is to approve a loan, but maybe wait to see how much the conference account has in it a week before the payment is due. She would also like to clarify if NCLA will be writing the check directly to the Marriott, and, payment from NCLA should be for the difference needed to pay the conference invoice, not the entire invoice.
- iv. Martha DiVittorio advised that payment is due May 1 and that the conference may still need a bridge loan.
- v. Syntychia asked if a committee/division wants to do a raffle, do they also need a whole table? Melanie advised that some groups chose to have the raffle at the main NCLA table, or at another division table that is willing to host the raffle. Melanie further advised that NCLA cannot have raffles from all the divisions at the main NCLA table because there's only so much space.
- vi. Please tell Melanie ASAP if you want a table!

q. Long Island Library Pride Alliance: James Grzybowski (Absent with Notice) and Kaye Spurrell (Absent),

- i. The two co-chairs represented LILPA at the NYLA YSS Conference on Friday, April 4th and presented "Libraries are for Everyone: How to Support Your Rainbow Families, Staff and Communities."
- ii. LILPA has merch now! Visit <https://www.bonfire.com/store/suffolk-county-library-association-store/>
- iii. LILPA would like to see everyone at the LILC, stop by our table to sign-up for our FREE raffle

- iv. LILPA will be presenting a virtual program for the Mid-Hudson Library System on LGBTQIA+ Family Services, and we are in the works to extend the workshop sign-up to our counties as well.
- v. Save-the-date: LILPA will be marching in Long Island Pride in Huntington on Sunday, June 8th. Join us to spread the library love!
- vi. If you have any donations of LGBTQIA+ books, send them to James at Uniondale Library or Kaye at Syosset Library, we will be giving them out during our Pride march!
- r. Membership, Promotion, and Mailing: Emily Trezza (Absent with Notice) and James Hutter (Absent with Notice)**
 - i. Emily has been cleaning up the Wild Apricot account by archiving any members who have not renewed since 2022. She will ask Catherine to remove all emails for anyone who has not renewed for 2025. Anyone who joins or renews will be re-added to the listserv.
 - ii. We currently have 883 contacts in our database. Of that, 599 are active, fully paid members. 286 are in an overdue state. 280 are considered lapsed.
 - iii. Also, please remember that Institutional Members have 5 vouchers they can use to send staff to NCLA programs (except LILC and Annual Dinner) at the member rate! Many libraries have taken advantage of this. Contact James or Emily for more details.
- s. Mentoring: Chris Marra (Absent with Notice) and Catherine Nashak (Absent with Notice)**
 - i. The committee will be meeting to schedule a program.
- t. Networking: Michelle Samuel, No report.**
- u. Newsletter: Mamie Eng**
 - i. Mamie Eng apologized for the delay in publishing the [next] NCLA Newsletter.
- v. Nominations: Syntychia Kendrick-Samuel, No report.**
- w. Personnel Issues and Professional Concerns: Tracy Horodyski and Syntychia Kendrick-Samuel**
 - i. On March 24th, the chairs sent out a Google form requesting feedback from NCLA members about what sort of programs they would want from the committee. So far, we've received 10 responses, which is great. Even better is that we received responses from Administrators to Support Staff. Thank you to all that filled out the form! We'll use the information provided to reactivate the committee in a meaningful way.
- x. Pop Culture: Meaghan Barbari (Absent with Notice)**
 - i. Meaghan advised that she met with the two incoming co-chairs. The committee is planning to meet soon for a Q&A with the new co-chairs and to discuss upcoming events.
- y. Programming: Michelle Samuel, No report.**
- z. Promotions: Michelle Samuel**

- i. Michelle ordered pens as giveaways for the LILC which will be available at the NCLA table.

aa. Recruitment & Scholarship: Michelle Samuel

- i. Michelle will begin reaching out to local library schools and sending information encouraging the faculty to share with their students. She will also encourage students to join NCLA.

bb. Retirees: Jan Heinlein (Absent with Notice) and Deborah Podolski (Absent),
No report.

cc. Statistics: Mamie Eng, No report.

dd. Webpage: Catherine Barretta and Cindy Wolfe (Absent), No report.

ee. Wild Apricot Implementation Committee: James Hutter

- i. Thank you to all the Division Presidents and Committee Chairpersons that have reached out for Event training! Please contact James if you would like a tutorial on how to create events, manage registration, or manage registration fees in Wild Apricot.
- ii. If you are managing an event and someone asks to pay for registration with a voucher, just contact James and he will assist.

V. LIAISON REPORTS:

a. Long Island Library Resources Council: Tim Spindler and Sally Stieglitz (Absent)

- i. We have the following events scheduled. Check our events calendar for all other events:
 - 1. Annual Meeting, June 17 - Farmingdale State College, Campus Center. The keynote will be Jean Hodges, the ALA Director of Communications, Marketing, and Media Relations.
 - 2. Annual Conference on Libraries and the Future - Change is Coming, on October 17. The speakers include:
 - a. Dr. Sandy Hirsch from San Jose State University and author of *Library 2035: Imagining the Next Generation of Libraries*
 - b. Dr. Rajesh Singh from St. John's University and faculty in the School of Library and Information Science speaking on change management
 - c. Lisa Geary (school librarian) and Carole Anne Weik (school library media specialist) will do an exercise with Legos on change.
 - d. Dr. Samuel Colbert, Clinical Psychologist, talking about the psychology of change.

b. Member Library Directors: Frank McKenna (Absent with Notice)

- i. Director's Roundtable was held on April 10, 2025 at the Lakeview Public Library.
- ii. MLD General meeting was held on March 19, 2025

- iii. Meetings with legislators were scheduled for March and April to further advocate for budget increases for Library Operating and Construction Aid, civil services reform and several other issues.
- iv. Several MLD, along with NLS Executive Director Caroline Ashby and several trustees met with Nassau Civil Service Commissioner Executive Director Carnell Foskey and various Civil Service personnel. The NCCSC agreed to support a two-year residency waiver pilot for the Librarian 1 title! The Librarian 1 exam would be opened to residents of Westchester, the 5 boroughs of NYC, and Suffolk. They also said this issue can be revisited for a permanent waiver and additional titles in a year or so.

c. Nassau Library System: Lisa Zuena

- i. Thank you to the libraries who participated in our Spirit Week campaign to celebrate National Library Week this year. Several libraries posted photos of their staff in various costumes, celebrating their favorite fandoms, and celebrating the books that made them readers.

d. Nassau BOCES School Library System: Mildred Bernstein

- i. Nassau BOCES School Library System is almost finished with the agenda for their May 12 liaison meeting. We are excited to start the meeting by presenting the NBSLS Administrator of the Year and the NBSLS School Librarian of the Year, voted for by the Nassau County School Librarians. Following the award ceremony, we will have a breakout room for the three levels of school librarians to share lesson plans with each other. The end of year procedure instruction is the last session before lunch. After lunch we will have some vendor demonstrations and a reader's advisory presentation by Arlene LaVerde, Adjunct Professor at Queens College. We have over 80 librarians signed up and are excited for the last liaison meeting of the year.
- ii. Our April 25 College/University-High School meet-up will be held at 9:00am. We have 5 College/University librarians attending with about 10 school librarians. Our May 28th meet-up will be in the afternoon.

e. New York Library Association: Art Friedman and Frank McKenna (Absent with Notice)

- i. Spring on the Hill will be on May 20th.
- ii. The Annual Conference is scheduled for November 5-8, in Saratoga Springs and the theme is Actionable Advocacy.
- iii. NYLA will be sending out a Strategic planning survey and plans to have a strategic plan in place by the end of the year.

f. NYLA Civil Service: Mamie Eng and Syntychia Kendrick-Samuel, No report.

g. Suffolk County Library Association: Anthony Giansante (Absent)

- i. Melanie brought up the question of dividing funding for the joint Nassau/Suffolk LILPA committee. Moving forward, costs for island-wide events will be split 50/50. SCLA will host payments on their Wild Apricot platform so that it's all in one place, and will issue checks to NCLA as

needed. Melanie advised that SCLA does not budget for committees in advance as NCLA does.

VI. OLD BUSINESS

- a.** None.

VII. NEW BUSINESS:

- a.** None.

VIII. ADJOURNMENT:

- a.** Roseanne moved to adjourn the meeting. Jody seconded. Meeting adjourned at 10:23 a.m.

Respectfully submitted,

Lisa Zuena