

**Oneida/Herkimer BOCES
School Library System Council Meeting
Information and Technology Division
502 Court St., Utica**

MINUTES

Kathy Caruana, Utica
Mary Lou Caskey, Mid York
Mary Pat Connors, New Hartford
Krista Hartman, MVCC

Nancy Howe, CLRC
Janet Joslyn, Herkimer
Arnold Kaye, Whitesboro
Ken Long, Ilion
Mary Mandel, Holland Patent
Mary Mullin, HCCC

Shannon Perri, House of the Good
Shepherd
Joy Patterson, Little Falls
Mary Sundberg, Poland
Frank Sutliff, West Canada

Monday, September 19, 2007

Meeting called to order 1:30 p.m.

Absent: Mary Lou Caskey, Mary Pat Connors, Nancy Howe, Arnold Kaye, Ken Long, Mary Mandel, Mary Mullin, Shannon Perri

Note: Wendy Egresits, Whitesboro, will serve as a representative for Mr. Kaye when he is unable to attend meetings. Wendy Egresits was present for this meeting. Also present were April Bliss, Jefferson-Lewis School Library System Coordinator, and Leeann Dooley, IMLS grant candidate from Little Falls.

- I. **Approval of Minutes** – moved by Mary Sundberg, seconded by Wendy Egresits, approved.
- II. **Election of Council President** – Kathy Caruana is willing to continue as president. Krista Hartman moved that Kathy Caruana continue as president, Mary Sundberg seconded the motion. Motion passed unanimously.
- III. **Review of Summer Events, Preview of Upcoming Events** –
 - a. Administrators' training: six administrators attended a workshop sponsored by School Library System and Media Services designed to acquaint them with services offered by the two departments.
 - b. Toni Buzzeo workshops: held in conjunction with the Madison-Oneida School Library System, librarians and teachers working in teams attended workshops held with Toni Buzzeo to develop curriculum units. About 24 people attended these workshops, which were of a very high quality.
 - c. Bertha Rogers bookmaking, poetry, and literature workshop: a two day "make and take" series with hands-on projects. This workshop was well attended and well received.
 - d. MVCC/SLS workshops: the third set of week long information literacy training sessions held at MVCC and conducted by Krista Hartman and Colleen Rogers-Kehoe. Once again participation was at full capacity and participants were extremely enthusiastic about the workshops.
 - e. Upcoming Events include workshops on October 16 and 30 with Eric Howd of Tompkins Cortland Community College as presenter. October 16 will be a full day workshop on PDF documents and software, and October 30 will be a full day workshop on Surveys 101. November 15: Leatherstocking Conference at the Radisson Hotel.

- IV. **Annual State Budget** – Pat Skelly distributed a synopsis of the 2007-2008 annual state budget. This year’s budget includes a one time addition of \$56,505. A portion of this one time addition to the budget will be used to fund a staff position as trainer. This trainer would be a person well versed in the databases and services available to schools. The trainer would work in the school districts to help librarians fully utilize the resources available to them. Mary Sundberg asked if there would be money available in this budget for grants to individual schools; Pat Skelly replied that at this time that is not certain, but that it will remain a priority if funds are available. Kathy Caruana requested that a motion be made to pass the budget; Joy Patterson made the motion to pass the budget, and Wendy Egresits seconded the motion. The proposed budget passed unanimously.
- V. **Other** –
- a. A wiki of the Leatherstocking Scope and Sequence has been created and is currently under revision. This was done by students in the IMLS grant. At present the work is available only as a PDF document, but it will become available as a password protected wiki which librarians will be able to review, edit, and download.
 - b. Digitization – working in conjunction with the Mid York Library system, IMLS grant students have been researching the options available for digitization of materials, including such topics as copyright issues and financial feasibility for school districts.
 - c. The Annual Report will be presented at the next Council meeting.
 - d. Next Council meeting is scheduled for November 14. Janet Joslyn suggested that the date be changed because it would be difficult for Council members to attend both the Council meeting and the Leatherstocking Conference on November 15. After discussion, it was decided that the date of the next Council meeting be changed to November 26.
 - e. Polycom training: Joy Patterson asked if polycom training would be made available this year. Pat Skelly indicated that the training would be a priority. The IMLS grant is in the third year of its three year cycle, information will be forthcoming on various aspects of the grant, including school site evaluations.
- VI. **Move to Adjourn** – Joy Patterson moved that the meeting be adjourned; Krista Hartman seconded the motion. Meeting adjourned at 2:45 p.m..

Next meeting: November 26, 2007

cc: Building Principal/Supervisor
Mary Beth Farr Ken Ford
Sandra Simpson Howard Mettelman