

**Information Services Liaison Committee**  
Meeting Minutes for Wednesday, September 17, 2008

Committee Members:

Richard Axt	Leeann Dooley	Karen Pelletier	Mary Widomski
Linda Bluey	Ken Ford	Anne Reilly	Karen Zaleski
Elizabeth Carroll	Paul Girdansky	Susan Scheu	Helen Zyma
Linda Chesebro	Vicky Greenman	Kathleen Smith	Tanja Tamburino
Jim Cichon	Jody Hildreth	Cindy Staley	(intern)
Sharon Crowe	Megan McCoy	Teri Stile	
Sue DeLuco	Hilda Moses	Carrie Storm	
Pat DiTata	Nancy Noonan	Debbie White	

Absent: Richard Axt, Linda Bluey, Linda Chesebro, Jim Cichon, Leeann Dooley,

- 1) **Welcome** and Introductions were made for the new school year 2008-2009.
- 2) **What do liaisons do? (Communication Coordinators)**
  - a) Small group discussion was held on the roles of the liaison members and purposes of the liaison meetings. Ideas were shared with the large group and a list of the results was compiled:
    - ◆ State Requirement: 4-5 meetings a year
    - ◆ Share information from meeting with appropriate staff district wide
    - ◆ Get answers for district staff to questions/problems from BOCES staff and colleagues
    - ◆ Support Group (Network) for each other
    - ◆ Promote workshops and trainings
    - ◆ Build resource awareness and sharing
    - ◆ Professional development
    - ◆ Interpersonal communications
    - ◆ Regional overview
    - ◆ Librarian share time at every meeting was requested
- 3) **What do AV Coordinators do?**
  - Update teacher lists with new teachers, name or grade changes.**
  - Assist teachers with any booking problems**
  - Facilitate teachers in using WebMAX**
  - Assist Media Services in returning overdue items to the library**
  - Distribute the Media Services Newsletter to teachers**
  - Promote and arrange for training**
  - Encourage use of services**
- 4) **Krista Hartman: MVCC Resources**
  - a) Krista shared the MVCC library webpage with a plethora of resources for librarians, teachers, and students. She encouraged librarians to get a Community Card at the MVCC library to be able to check out Jackdaws and other resources (Jackdaws – collections of copies of primary source materials) <http://www.mvcc.edu/academics/library/index.cfm>
- 5) **Overview of 08-09 events – Media Services**
  - a) **New digital media resources added to the virtual library of digital video, audio and pictures.**
  - b) **Teen Kids News—renewed subscription for 32 new programs found on the “Search” page in WebMAX.**
  - c) **Review of Polycom searchable database.**
  - d) **Streaming TV—Sauquoit and Oriskany now have access to digital TV in addition to Oneida BOCES, New Hartford, and Whitesboro. Other districts are also looking to upgrade their switches to be able to stream TV.**
  - e) **Recording of TV programming may be sent as an email link or as a DVD.**
  - f) **Science Books—new books that coordinate with the Elementary Science Center kits are now available in multiple copies from Media Services.**
- 6) **Traveling Librarian – India – Beth Carroll**
  - a) Beth shared artifacts, PowerPoint, and Photos of her Rotary sponsored trip to India. She encouraged committee members (who fit the criteria) to apply for this year’s trip to Brazil. Please contact Beth for more information – Westmoreland Road Elementary, Whitesboro 266-3440 ext. 2423

## 7) Overview of 08-09 events – SLS

### a) Welcome back packets

- i) Pdf copy available of librarian brochure
- ii) Can get more of any of the mini-posters

### b) Data Transmittal forms – being printed

### c) CCD – use it expand it

### d) Upcoming Professional Development

- i) **Review of summer offerings** – well attended, highly successful, will continue offerings next summer
- ii) **Support Staff – Oct. 7** – encourage all support staff to attend
- iii) **Teacher/Library – Oct. 16** – teachers in the library – old and new – discussion of what it means to be a librarian today, create steps to move into a more modern role not just storytime
- iv) **Leatherstocking – Oct. 29** – reviewed speakers and events, reviewed email confirmation policy that was established this year and is stated in the brochure, encouraged librarians to share brochure within their buildings
- v) **Technology User Group – one month only** – flip cameras, librarians only – no support staff or classroom staff, purpose of activities is to motivate use and keep equipment from hitting a shelf and staying there until person has time to learn it, keep equipment if conditions are met, will take place in the Spring
- vi) **Literature User Group – every other month** – a working group who will develop booktalks and share with members, will be for all levels at once but work in small groups, info will arrive before November
- vii) **Administrators' Workshop** – highly successful, goal is to build administrators awareness of what the services include and how they can help staff, advocacy for school librarians
- viii) **Check district links to databases** – check your library webpage, how buried are your databases, can patrons understand the language used to get to the databases, check that links are active, bad websites turn patrons off to using databases
- ix) **WIKI** - Anyone interested in setting up a course using a WIKI. Pat will send out email seeking interest in this How-to-hands-on Workshop before arranging for presenter. Be watching your email.

## 8) Other

- a) Ideas for future meeting topics: designing the ultimate library webpage, collaborations such as librarian-to-librarian, librarian-to-teacher, SLS-to-librarians, etc; where and how to get ESL support and resources
- b) **Left off list of upcoming events: AASL Institutes provided through an LSTA grant throughout the state of NY by the SLSA. In our area: March 3 – Madison BOCES – Reading and the Secondary Library Media Specialist (more info coming later). March 4 – Hart's Hill Inn – Reading and the Elementary Media Specialist (more info coming later) Complete list of Institutes will be provided once it is compiled.**