

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

Karen Cronkhite, Waterville  
Patricia Dawes, Clinton  
Dr. Angela Elefante, Utica  
TBD, Mid York  
Tom Giammaria, Mohawk

Vicky Greenman, Richfield  
Springs  
Krista Hartman, MVCC  
Nancy Howe, CLRC

TBD, HCCC  
Carrie Storm, New Hartford  
Mary Sundberg, Poland  
Frank Sutliff, West Canada  
Cosimo Tangorra, Ilion

**Thursday, May 20, 2010**

Absent: Karen Cronkhite, Dr. Angela Elefante, Tom Giammaria, Cosimo Tangorra, Vicky Greenman, Patricia Dawes, Carrie Storm

- 1) **Call to order:** by Chairperson Frank Sutliff at 1:00 p.m.
- 2) **Approval of Minutes:** Motion to approve the minutes from March 30, 2010 without corrections or amendments was made (Hartman); seconded (Howe);and approved.
- 3) **Meeting Dates for 2010-2011:** Skelly shared proposed meeting dates for next year's meetings:
  - Tuesday, September 21, 2010 (1- 1:30 new member orientation, 1:30 – 3:00 meeting)**
  - Wednesday - November 17, 2010**
  - Thursday - January 20, 2011**
  - Wednesday - March 9, 2011**
  - Friday - May 6, 2011 (lunch with C3 members at 12, business meeting immediately after)**
- 4) **Review of Members Terms of Service:** Council members whose tenure is up in June: Karen Cronkhite – Waterville – will be contacted about serving another term or stepping down; Angela Elefante – Utica administrator – completed previous member's term and will not begin her 3 yr. term; Krista Hartman – MVCC – agreed to serve another term; Mary Sundberg – Poland – agreed to serve another term; Frank Sutliff – agreed to serve another term. Skelly will seek new members for the Council following procedure in by-laws. A new representative from HCCC is needed. Mid-York is without a director at this time so no representative is designated from that organization at this time.
- 5) **2010-2011 FS-20s** – SLS Coordinators have been informed that the financial forms will come from the state with this year's figures in them. They will not be accurate. We are to process the forms anyway and once the state decides on what cuts they are making this year, new figures will be issued. This is the way it was done for 2009-2010 and full payments were not received until February. Makes planning budgets very difficult.
- 6) **2011-2016 Plan of Service** – 2 members of the Council are needed to work on the Plan of Service committee. The plan will be written in 2010-2011 and be implemented the following year. C<sup>3</sup> members will also be involved in the writing process. Once a draft Plan of Service is completed the entire council will review and edit the plan prior to submission. Pat Skelly will email council for volunteers since a full membership was not in attendance at this meeting.

7) **Coordinator's Report:**

- a. **Summer Workshops/Trainings:** Pat Skelly is very happy with enrollment in summer sessions. All are full and a second session of one was needed. Project Look Sharp and the literature workshops can hold more attendees so SLS is still accepting registrations for those two events.
- b. **CIDER/OPALS** –Still very positive feedback on OPALS as the software running CIDER. ILL use is going smoothly. Questions have been added to the annual survey regarding ease of use of the new program and how it has impacted participation in ILL. Two more districts have begun the process of switching to OPALS as their circulation software.
- c. **Superintendent's Day** - SLS is looking into sponsoring an event for LMSs on next year's Superintendent's Day. SLS has sponsored events on that day in the past and they were well received.
- d. **Scheduling SMART Notebook Classes** – Pat Skelly will schedule 2 days a week for in-district SMART workshops. Very well received this year. Looking forward to doing more next year. Our focus on building resource rich Notebook lessons works well for extended trainings – 4 to 6 weeks.
- e. **Retirements** – 4 retiring LMSs – only 1 is being replaced. Other 3 districts will have remaining LMS cover both libraries. Very unfortunate situation for those districts and especially for the LMSs. The State is tracking the impact of the economy on library staffing issues.

8) Motion to adjourn was made (Sundberg); seconded (Hartman), and approved at 1:45 p.m.

9) Next meeting: **Tuesday, September 21, 2010 (1- 1:30 new member orientation, 1:30 – 3:00 meeting)** in the Conference room at BOCES on Court St, Utica

cc: Building Principal/Supervisor  
Mary Beth Farr                      Ken Ford  
Mark Vivacqua                        Howard Mettelman