

**Information Services Communication Coordinators Committee**  
**Minutes for September 27, 2011**

**Present:**

Dick Axt	Sue DeLuco	Steve Inzer	Cindy Staley
Michelle Babbie	Leeann Dooley	Megan McCoy	Terri Stile
Scott Burgess	Wendy Egresits	Katie Parker	Crystal Sweet
Linda Chesebro	Ken Ford	Karen Pelletier	Tanja Tamburino
Jim Cichon	Tom Giammaria	Anne Reilly	Valerie Witte
Sharon Crowe	Paul Girsdansky	Jill Schaal	Karen Zaleski
Kristin Dardano	Vicky Greenman	Susan Scheu	Helen Zyma

**Absent:**

Jim Cichon, Sharon Crowe, Paul Girsdansky, Katie Parker, Cindy Staley, Terri Stile

- I. Welcome & Introductions – each attendee introduced themselves with name, district, grades covered, and biggest challenge facing them this coming school year.
- II. Pat introduced SLS'S New Overdrive – eLib. This was purchased by the SLS and is free to all districts this school year. Next year there will be a coser to purchase this service. We have already purchased many titles for the eLib. If schools would like to use their coser money to add more titles they are able to. These can be added to the titles already in our eLib or they can create their own eLib within Overdrive just for their district to download. Aileen Sweeney, our Web Master, came in to discuss how librarians can get into eLib to create accounts for their student – she has sent out an email previously with these instructions. Pat also discussed how the SLS wants to be able to purchase ebooks from different publishers but at the present time each has their own platform. In the future we hope to be able to buy the content and not their platform but use our own platform.
- III. Ken Ford came in to share the progress he has made in trying to get clarification & a ruling from the FCC so that we will not need to filter school-owned content on mobile devices off campus. He is also in talks with our lawyers about Acceptable Use Policy on portable devices based on bring-your-own device to school. Ken and Pat will keep the committee updated on these issues.
- IV. OPALS – Search for Success – the single user log-in for NOVELny databases is almost ready to unveil. Harry Chan is working on debugging the program at this time and we hope to be up and running by December.
- V. Online Overdrive Training for the Committee – a webinar on how to use the virtual library was provided by staff from OverDrive. A copy of the webinar will be available for librarians to share with their staff or just watch themselves to get the service up and running.
- VI. Miscellaneous Items
  - (a) Dates for C<sup>3</sup> Meeting for the 2011-2012 School Year
    - November 16, 2011
    - January 18, 2012.
    - March 20, 2012
    - May 23, 2012
  - (b) Common CORE Standard Books – a list of requested book titles was passed around to committee members – Pat asked the committee if we should be purchasing these titles.
  - (c) Pat discussed the Roscoe Conkling Elementary Library. Kenn Runniger and Karen Vincent from the ISS Department barcoded and cataloged hundreds of donated & new books and then went out to the library and helped Carole Rahme and Valerie Witte put the books on the shelf for their September 1<sup>st</sup> Grand Opening. Without their help this deadline would not have been met. This is just an example of ways the SLS and Media Services can help you in your library. If at any time your library needs assistance of some sort just remember we are here to help.

- (d) Pat recently attended the WCNY meeting in Syracuse. Discussions at the meeting were the new Education Center under construction. Also they wanted to gather statistics for their Field Trips (virtual or actual). Please email Pat with the number of field trips your districts has taken.

VII. Krista Hartman, MVCC Cataloging Librarian gave the committee an overview of MARC Cataloging and essential fields needed for accurate cataloging. Handouts were shared. If you would like copies of the handouts, just contact our office. 793-8505

**Next Meeting is: November 16, 2011**

Information & Technology Center  
502 Court Street 3<sup>rd</sup> floor  
Utica, NY 13502

cc: Council Members  
Dr. Angela Elefante  
Howard Mettelman

Frances Roscello  
Linda Todd  
Mark Vivacqua

Superintendents of Schools