

NBSLS Advisory Council Meeting Minutes

~October 16, 2023~

1. Meeting Begins: 3:45 pm
2. Review of Agenda
 - Overview of today's agenda, request to discuss concerns of council member Laurie Matucci-Walsh tabled to end of meeting
3. Volunteer needed to keep minutes for meetings, would like two people so that we have a back-up
 - We discussed the need for someone to take notes for each meeting. Karen Homer took today's notes.
4. Review / Approve Minutes, Current Committee and council responsibilities.
 - Review of minutes of last meeting.
 - Karen H. made a motion to approve the minutes. Agi Rosenberg seconded the motion.
 - Review of Committee members and council responsibilities. See Slideshow presented at the meeting.
5. Update about Professional Development, dates and topic
 - Overview of today's Liaison meeting discussed -
 - Council members that attended gave feedback
 - Three new librarians attended the Liaison meeting today
 - Mentor program considered
 - Shared handout of current PD's that are being offered
 - First two Liaison meetings have been planned by Judy Ashby and Ellen Maleszewski jointly. Ellen shared a strategic planning document that is and was being used.
 - Office Hours that were used in the spring will be implemented.
 - Collection Development series is being offered again.
 - Vendor Presentation will commence
 - Administrators have been asking for a similar workshop to on Collection Development
 - Ellen got over 50 exit surveys returned today. Feedback is excellent.
 - Follet User Groups planned and scheduled and listed in MLP
6. Fall Institute Update
 - We have many people registered.
 - New location– Hyatt.
 - Old format, one keynote, several breakouts. Schedule to be posted shortly.

7. Annual Report Plus
 - There is no SLS Director so it will not be submitted until there is one.
 - Judy left with it 80% completed
8. Report about new FYI system
 - New FYI menu ordering system a success. All librarians gave feedback that it was much easier to use.
 - Trainings (including office hours) were conducted and everyone did fine
9. Staffing Information
 - a. Ellen introduced all of the staff to the Liaison's today and explained their position
 - b. Ellen spent a moment reviewing the circumstances of the departure of Judy Ashby and the innovations that she implemented during her time as director.
10. Thoughts and Concerns
11. The council reminded Ellen that they are here to help, and assured her that she could call on them for assistance.
12. A motion was made by Karen Homer to adjourn the meeting. Agi Rosen seconded the motion.

Meeting ended at 5:10 pm

Council Members who attended: Xavier, Laura, Karen, Agi, Joanne, Carol Anne, Amanda

NBSLS Advisory Council Meeting

January 29, 2024

10:00 am Welcome

Meeting begins 10:05am

Attendees: Joanne Spencer, Shaundrika Langley-Grey, Ellen Maleszewski, Bea Baaden, Agi Rosen, Christina Pesiri, Dr. Xavier Rodriguez, Renee McGrath, Karen Homer

Recorder of minutes: Ellen Maleszewski

Review of Agenda

Review / Approve Minutes

- Minutes approved.

Update about School Library Services Supervisor II / School Library Systems Director

- Introduction to new Supervisor and program specialist for School Library Services
 - Joanne Spencer: Supervisor I – introduced – Joanne is overseeing the department as well as Arts and Education
 - Rashell Clarke – Program Specialist – replacement for Ellen
- Shaundrika Langley-Grey – Director of Curriculum and Instruction explains that we now have a new position open – Program Coordinator – SLS Director

Update on Professional Development

- Liaison meetings have been well received – feedback very positive.
 - Council members suggest allowing Librarians in before 8:30am
- All PD Ellen was providing has been temporarily suspended due to her resignation.
- Rashell Clarke has set up vendor presentations and they are starting on January 30th.

Fall Institute Update

- Over 200 participants
- Well received.

- Starting to plan next year: concerns about presidential election.
 - SLS Supervisors are looking into which districts will be open.

Annual Report Plus

- Completed – call for a motion to approve. All present approved

23-24 Plans

- Ellen and Joanne are planning March and May Liaison Meeting and this will be completed prior to Ellen's departure
- The rest of the PD is on hold.

Committees

- School Librarian of the Year and Administrator of the Year needs to have a committee, Laurie Martucci-Walsh has agreed to be the committee chair again, we need another council member to work with her.
 - Agi Rosen has volunteered to be that council member
- Review of nomination forms
 - Approved by council.
 - Kim DeRosa of School Library Services will email to Agi and Lauri
- No other committee work at present.

Thoughts and Concerns

The council thanked Ellen Maleszewski for her work at BOCES.

The next Advisory Council meeting March 12, 2024

NBSLS Advisory Council Meeting

March 25, 2024

10:00 Welcome

- **Recorder of minutes- Kim DeRosa and Rashell Clarke**
- **10:06 Welcome**
- **Vote and Approval of AOY and SLoY winners – Jodi Thompson and Julie Rosslee. Council wanted to recognize Ellen – agreed to circulate a letter of recommendation for all to sign**
- **Decision of holding Hybrid council meetings after Liaison Meetings**
- **Liaison meeting dates approved for October 18, 2024, December 10, 2024, March 24, 2025 and May 12, 2025. Council meetings to be held afterwards at 3:30.**
- **Annual State Report was submitted to State awaiting State approval.**
- **NBSLS Director search is ongoing with two 2nd round interviews. Joanne to remain supervisor.**
- **Unfinished business - Updates on future Liaison Meetings**
 - **Liaison Meetings receiving really great feedback**
 - **May – announce retirees, agenda is still being finalized, Author discussions including Arts in Education support with librarians**
 - **October – introduce new librarians, possible AI topics with Bea Baaden and presentations (Turnitin-AI)**
- **Discussed process of nominating new council members – 24-25. Send email to all existing members. At May meeting explain council process to try to enroll new members during breakfast**
- **Members that attended: Karen H., Agi R., Joanne K., Bea B., Carole Anne, Xavier, Christina P., Renee M., Joanne Spencer**
- *The next Advisory Council meeting May 15, 2024*

Meeting ends: 10:48 am

NBSLS Advisory Council Meeting

May 15, 2024

3:30 Welcome

- **Recorder of minutes- Kim DeRosa and Rashell Clarke**
- **3:36 Welcome**
- **Motion to approve March 25, 2024, minutes approved. 3:42 pm**
- **Update on new Director approval for a July 1, 2024, start date. Email will go out to council with the board approved announcement. 3:43 pm**
- **Award announcement/presentation of winners Jodi Thompson (AOY) and Julie Rosslee (AOY) held today at Liaison meeting. 3:44 pm.**
- **Professional Development- Liaison Meeting/LITES conference date conflict both scheduled for 10-18-24. In review only two librarians attended that conflict with our liaison meeting so we will not be moving our 10-18-24 prescheduled date. SLSA meeting to be held Oct 22 or 29 – Joanne will update council once date is determined and more information is provided by State. 3:45 pm.**
- **Fall Institute update. No location yet. Looking into locations and meeting with Western and Eastern Suffolk BOCES over the summer.**
- **NYS approved the Annual State Report. 3:46 pm**
- **Council President discussion – on State report Kristen Anderson was listed as President. Motion made in favor of having Carole Anne Weik to be Council Chair. “Council Chair” title will be used in lieu of President. The new Council Chair will be retroactive for 2023-2024 school year and continue in 2024-2025. 3:50 pm.**
- **Discussion on council members expiring terms/extensions. Bea B. voted all to continue their terms. Approved by all, Council will need a minimum of 12 members. It was brought up at today’s Liaison Meeting to seek new members. 3:53pm**
 - Incentives to bring in new members:
 - “PD” hours – enter meeting in MLP.

- Other topics discussed- Can a retired member participate? Read rules to seek new members. Can the Liaison be on the council as a member? All new members must be voted on and approved.
 - Carole Anne Weik volunteered to gather a new list of prospective members and reach out to them. Reach out to Sarah in Western Suffolk for a brief description of council duties for those new prospective members.
 - Discussion of having prospective members sit in a council meeting to see the process.
 - Set up a meet and greet for all new members to meet the council prior to the next scheduled Advisory Council Meeting in October.
 - Bylaws – discussion on nominating committees – Laurie Martucci-Walsh will continue to handle the Awards Committee.
 - Upon bringing in new members, the council will revisit Committee titles, etc.
 - College/University librarians to participate as a member on the council. An email will be sent to those on today's Liaison Meeting panel to ask to join the council. Carole Anne will lead that; Joanne will send her the information. **4:14 pm.**
- **24-25 Plans. Update on Dream Bid, FYI, Letters of Intent sent out and awaiting signatures, increasing PD including District PD sessions, Year End survey is going out after Memorial Day. Things are going well. The new Director and Joanne will work on the State Report this summer to be on time. 4:15 pm.**
- **Thoughts/Concerns: Website – Past Award winner directory. Question of seeking contact information for those past award winners. 4:17 pm.**
- **Recommendation letter for Ellen follow-up. Still on-going. Laurie Martucci-Walsh will create a google document letter to create a letter for all to join and fill-in. 5-24-24 expiration to edit that document. 4:21 pm.**
- **Zoom introduction will be held approximately last week in July to introduce new Director to the council. Brief discussion of missing member Chris Toffolo from Valley Stream Central School District. 4:25 pm.**
- **Meeting concluded.**
- Members that attended: Karen Homer., Agi Rosen, Joanne Koukoulas, Bea Baaden, Carole Anne Weik, Xavier Rodriguez, Christina Pesiri., Renee McGrath, Amanda Packert, Laurie Martucci-Walsh, Joanne Spencer
 - *The next Advisory Council meeting October 18, 2024*

Meeting ends: 4:32 pm