

Eastern Suffolk BOCES School Library System  
Council Meeting Minutes  
Wednesday, December 17, 2025  
SCLS Blue Room or Via Zoom

Present:

Jackie Wilson  
Melissa Tunstead  
Christine Maniscalco  
Meghan Bishop  
Casey Veit  
Bridget Sitler  
Jaime Mott  
Carl Vitevitch  
Amy Jo Southworth

Zoom:

Robert Hines  
Fabio Montella

The meeting was called to order by Mr. Vitevitch, at 8:37 am. Welcomed by council chairperson Ms. Tunstead.

Informational Items Announced and discussed

We went over future meeting dates and times.

1. Council Meetings for 2025-2026 – All meetings 8:30 – 9:30 in the Blue Room or via zoom
  - a. Thursday, March 12, 2026
  - b. Friday, May 15, 2026
2. Liaison Meetings for 2025-2026 – All meetings 8:00 - 3:00 in the SLCS Auditorium
  - a. Thursday, March 12, 2026
  - b. Friday, May 15, 2026

We discussed the following:

3. Virtual Reference Collection
  - a. 46 districts
    - i. 2 non-publics
    - ii. 3 Western Suffolk
  - b. We will go over participation fees and costs per student at the March meeting
4. Library Automation
  - a. 44 Districts
    - i. 28 Follett
    - ii. 14 Opals
  - b. 2 Non- public

5. Annual Report Approved November 6, 2025
  - a. Mr. Vitevitch - Baker and Taylor software shutting down, everything is downloaded. Not sure yet what we will be transferring too.

Voting Items:

- We approved the October 22, 2025 Council Meeting minutes via email, prior to our in-person meeting.

Discussion Items

Mr. Vitevitch went over our State Aid and how things are broken down and spent.

- Operating (960)
- Supplemental (968)
- Categorical (920)
  - Some of current balance of \$9,099.99 can be rolled over
- CoSer 508 (Automation/Overdrive SORA)
  - This covers Liaison supplies and expenses.
- CoSer 516 (VRC)
  - Some schools are buying supplemental databases.
  - Money passes through from the districts.
  - This covers Elizabeth Trapasso's 3 Day a week salary.
- Rollover funds (Three combined Budget Codes from previous year balances)

Mr. Vitevitch asked council to consider ideas for future Liaison Meetings or Library Leadership Academies.

Other Topics:

Mr. Vitevitch went over Rosen Resources that are available on LibGuides. We own Rosen Digital E-Books and updates are added as they become available.

We also went over all that is available on the LibGuides under "Meeting Handouts for 25-26".

It was announced that we have a Special Education speaker coming in for the third quarter.

Mr. Vitevitch went over highlights from Long Island School Library Systems Fall Regional Institute, and detailed how attendance and locations have changed over the last 11 years. We then went on to talk about "Portrait of a Graduate" and plans to incorporate this in next years institute.

Ms. Wilson took time to present the PARP Program, and Student Logo Design Contest.

We discussed how to best promote our library programs, and thought we could do something at our March Meeting allowing people to share out ideas. People have interest in setting up library visits to see what we are all doing, and a new way to learn and share with one another. One idea was for us to make short video library tours that we could post on the LibGuides.

Ms. Southworth adjourned the meeting at 9:21.