

## School Library System Council Meeting Agenda December 17, 2020

4:00pm-6:00pm  
Virtual

<b>TOPIC:</b> <ul style="list-style-type: none"> <li>SLS Council regular meeting.</li> </ul> <a href="#">Zoom Link</a> Meeting ID: 947 7178 9817 Passcode: 277638	<b>Attendees:</b> Colleen Sadowski, Tonia Burton, Ryan Hughes, Karyn Bartnick, Julie Crowell, Melissa Frost, Teena Artman, Charlie Kelly, Julianne Wise, Sarah Ryan, Sarah Myers
	<b>Facilitator:</b> Molly Ortiz
	<b>Note Taker:</b> Susan Reuter
	<b>Timekeeper:</b> Charlie Kelly

**MEETING OBJECTIVES:** Team meeting - information sharing and progress updates

**TO PREPARE FOR THIS MEETING PLEASE:**

- Read the agenda.
- Read the minutes from the last meeting.
- Bring your committee reports.
- Review the current [Plan of Service](#).

Schedule: 120 Minutes

**SLS Mission and Vision:**

- Mission:** The mission of the Rochester City School Library System is to foster a community of learning & literacy that promotes attainment of life-long learning skills necessary for the 21st Century.
- Vision:**

**Meeting Norms:**

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|--|---|
| <ul style="list-style-type: none"> <li>Take an inquiry stance</li> <li>Ground statements in evidence</li> <li>Assume positive intentions and take responsibility for impact</li> </ul> | <ul style="list-style-type: none"> <li>Stick to protocol and hear all voices</li> <li>Start and end on time</li> <li>Be here now</li> <li>Expect non-closure</li> <li>Expect discomfort in the service of learning</li> </ul> |
|--|---|

TIME	MIN.	ACTIVITY		
4:00 - 4:02	2	Identify/confirm the facilitator, timekeeper, notekeeper for this meeting.		
4:02 - 4:04	2	Review plus/deltas from our previous meeting <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td> <ul style="list-style-type: none"> <li>Like the new note taking format</li> <li>Nice to see everyone</li> <li>Happy to have Teena joining us!</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>Colleen forgot to invite Sarah Myers</li> <li>Time keeping is a new procedure to adjust to</li> <li>Mtg ran 15 minutes over</li> </ul> </td> </tr> </table>	<ul style="list-style-type: none"> <li>Like the new note taking format</li> <li>Nice to see everyone</li> <li>Happy to have Teena joining us!</li> </ul>	<ul style="list-style-type: none"> <li>Colleen forgot to invite Sarah Myers</li> <li>Time keeping is a new procedure to adjust to</li> <li>Mtg ran 15 minutes over</li> </ul>
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4:04 - 4:10	5	Approval of minutes from 10/22/2020 meeting. Approved.		
4:10 - 5:00	40	SLS Director Report <ul style="list-style-type: none"> <li>Annual Report Review - Includes basic demographic information, reviewed information about members of SLS Council, activity on website, Professional Development offered - 756 PD hours last year. Approved.</li> <li>Plan of Service Discussion - discussed how we are going to work on it.</li> </ul>		

		Committees will work on their sections and report back to council when the section is complete. Due in March/April time frame.				
5:00 - 5:05	5	Rochester Regional Library Council Report Technology grants opened 12/1 Harold Hacker soon New website up & running				
5:05 - 5:10	5	Rochester Public Library Report Tonia Dr. Reeve, the Assistant Director of the RPL, is leaving at the end of December. Position has been posted. Branches are curb-side service only. They are offering themed activity bags.				
5:10 - 5:45		Committee Reports:				
	5	Interlibrary Loan -Julie said no ILL's so far				
	5	CCD / Special Clients - \$4,000 collection on ebooks and audio books on activism and social justice.				
	5	Technology - The Sarahs- no report				
	5	Cataloging - Melissa -ebook records are including links to author sites. Is this a concern? Links asks for email. Ok for secondary, is this good for elementary? Make publishers aware of this. Options for text size and style and page spreads don't always work with some of the new Follett ebooks.				
	5	Storytelling / Poetry Slam - For secondary students				
	5	Advocacy - Charlie, maybe have each school do their own year end report to share.				
	5	Continuing Education - Charlie and Melissa - PD's longer than 2 hours seem to have trouble getting them approved. Maybe a PD on making a year-end report?				
	5	Literacy Initiatives - no report.				
5:45 - 5:50	5	Good of the Order - discussed issues with Covid, returning to buildings, how to handle book returns, use of the library for other groups, other issues about returning to work.				
5:50 - 5:55	5	Old Business-				
5:55 - 6:00	5	New Business				
		Assess what worked well about this meeting and what we would have liked to change.				
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**Future Agenda Items:**

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**Action Items:**

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**Future Meetings:**

**Thursday, February 4, 2021 3:45 - 5:30**

Thursday, April 8, 2021 3:45 - 5:30  
 Thursday, June 17, 2021 3:45 - 5:30

**School Library System Council Meeting Agenda**  
**October 22, 2020**  
 3:45pm-5:30pm  
 Virtual

<b>TOPIC:</b> <ul style="list-style-type: none"> <li>SLS Council regular meeting.</li> </ul> <a href="#">Zoom Link</a> Meeting ID: 973 8748 2513 Passcode: 275904	<b>Attendees:</b> Colleen Sadowski, Susan Reuter, Julie Barone-Crowell, Molly Ortiz, Melissa Frost, Karyn Bartnick, Julianne Wise, Sarah Ryan, Teena Artman, Charlie Kelly, Sarah Myers, Ryan Hughes
	<b>Facilitator:</b> Molly Ortiz
	<b>Note Taker:</b> Susan Reuter
	<b>Timekeeper:</b> Melissa Frost

**MEETING OBJECTIVES:** Team meeting - information sharing and progress updates

**TO PREPARE FOR THIS MEETING PLEASE:**

- Read the agenda.
- Read the minutes from the last meeting.
- Bring your committee reports.
- Review the current [Plan of Service](#).
- Review the updated Operations Manual (link will be added)

Schedule: 105 Minutes

**SLS Mission and Vision:**

- Mission:** The mission of the Rochester City School Library System is to foster a community of learning & literacy that promotes attainment of life-long learning skills necessary for the 21st Century.
- Vision:**

**Meeting Norms:**

- Take an inquiry stance
- Ground statements in evidence
- Assume positive intentions and take responsibility for impact
- Stick to protocol and hear all voices
- Start and end on time
- Be here now
- Expect non-closure
- Expect discomfort in the service of learning

TIME	MIN.	ACTIVITY				
3:35 - 3:40	5	Identify/confirm the facilitator, timekeeper, notekeeper for this meeting.				
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3:40 - 3:50	10	Nomination of Officers Chair: Molly Ortiz Vice Chair: Sarah Ryan Co-Secretary: Susan Reuter				

		Co-Secretary: Julianne Wise
3:50 - 3:55	5	Approval of minutes from 06/09/2020 meeting.
4:05 - 4:15	10	<p>SLS Director Report</p> <ul style="list-style-type: none"> <li>● Plan of Service Update 2021 - 2026 current plan is <a href="#">here</a> <ul style="list-style-type: none"> <li>○ Budget mtg- Colleen asked to submit 20% cuts on non-reimbursable expenses. No cuts to books, and textbooks.</li> <li>○ Updates to Plan of Service due March/April '21</li> </ul> </li> <li>● Updated Operations Manual review it here <ul style="list-style-type: none"> <li>○ Colleen is working on taking it up a notch! Putting the PDF manual into a Google site. Currently in draft mode. Lots of positive feedback!</li> </ul> </li> </ul>
4:05 - 4:10	5	<p>Rochester Regional Library Council Report- Ryan Hughes -</p> <ul style="list-style-type: none"> <li>● programs continue to be virtual. More available across the state now because other Councils are sharing virtually.</li> <li>● Mapping out tech grants and working on distributing information.</li> <li>● Back in the new offices</li> </ul>
4:10 - 4:15	5	<p>Rochester Public Library Report - Tonia Burton</p> <ul style="list-style-type: none"> <li>● Will check on holds fees for students</li> <li>● Toy library is still closed. Trying to make it by appointment</li> <li>● Need wifi? Lots of safe spaces to use for remote learning. Still Mifi units available.</li> <li>● Tonia will offer two workshops for us <ul style="list-style-type: none"> <li>○ Supercharged Story Time - Dates are 11/4, 11/18 12/2. Will be in TNL</li> <li>○ Intro to MCLS - Dates are yet to be determined</li> </ul> </li> <li>● No late fees on any children or teen items</li> </ul>
4:15 - 4:55		Committee Reports:
	5	Interlibrary Loan - Thank you Julie Barone-Crowell for being Chair
	5	CCD / Special Clients - Thank you Karyn Bartnick and Teena Artman for being Chairs
	5	Technology - Thank you to the Sarahs (Ryan (Chair) and Myers) for volunteering
	5	Cataloging - Thank you to Melissa Frost for chairing. Instruments will still be in there probably through June.
	5	Storytelling / Poetry Slam - Charlie Kelly, Sarah Myers. Thank you to Sarah Ryan and Molly Ortiz as Chairs
	5	Advocacy - Thank you to Julianne Wise and Charlie Kelly as Co-Chairs
	5	Continuing Education - Thank you to Charlie Kelly and Melissa Frost as Co-Chairs
	5	<p>Literacy Initiatives - Thank you to Tonia Burton , Molly Ortiz and Susan Reuter as Co-Chairs.</p> <ul style="list-style-type: none"> <li>● Jesse Byrd wants to work with kids to write a book. Title IV money may be used.</li> </ul>
4:55 - 5:00	5	<p>Good of the Order</p> <ul style="list-style-type: none"> <li>● PAR money? Many people who were previously grant funded are not receiving the PAR report requests.</li> <li>● We are keeping WorldBook this year</li> <li>● Supplemental funding may be affected this year.</li> <li>● RFID is on hold for now. Tech problems with Follett</li> </ul>

		<ul style="list-style-type: none"> <li>• Discussed ebooks and importing with Mackin when another school bought the same books. Colleen will add instructions to our new Google Site!</li> <li>• Discussion on how CCD works and will there be one this year?</li> </ul>				
5:00 - 5:05	5	Old Business One pager for library closings -				
5:05 - 5:10	5	New Business				
		Assess what worked well about this meeting and what we would have liked to change.				
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**Future Agenda Items:**

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**Action Items:**

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