

# SLS Council Meeting Minutes

**11/16/2022**

**4:15pm-6:15pm**

**Virtual**

<b>TOPIC:</b> General Meeting  <b>Zoom Link</b> Meeting ID: 943 6148 8347 Passcode: 958059	<b>Attendees:</b>	Colleen Sadowski, Miranda Stefano, Melissa Frost, Ryan Hughes, Sarah Ryan, Molly Ortiz, Jenn Daly, Jennifer Kelly, Janet Bird, Lynn Paris
	<b>Facilitator:</b>	Sarah Ryan
	<b>Note Taker:</b>	Miranda Stefano
	<b>Timekeeper:</b>	

**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. (<https://docs.google.com/document/d/1s3-CbFiIM8-uV5J3BOqBQG6RRQKfyELzB6BzxcgIOy9I/edit?usp=sharing>)
- Submit and read committee reports. **Committee reports need to be submitted by leaders and read by Council members ahead of our SLS meeting for efficiency.**

Schedule: 120 Minutes

**SLS Mission and Vision:**

- **Mission:**
- **Vision:**

**Meeting Norms:**

- |  |   |
|--|---|
| <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				
<b>Meeting Setup</b>						
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;"> <thead> <tr> <th style="text-align: center;">+ Plus +</th> <th style="text-align: center;">▲ Delta ▲</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>• Glad meeting is on Zoom - Jenn</li> </ul> </td> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>• Lots of extra talking with the group during the meeting. Let's be conscious of people's time and keep things on point. - Colleen</li> </ul> </td> </tr> </tbody> </table>	+ Plus +	▲ Delta ▲	<ul style="list-style-type: none"> <li>• Glad meeting is on Zoom - Jenn</li> </ul>	<ul style="list-style-type: none"> <li>• Lots of extra talking with the group during the meeting. Let's be conscious of people's time and keep things on point. - Colleen</li> </ul>
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4:04 - 4:10	5	Approval of <a href="#">minutes</a> from [10/12/2022] meeting. <ul style="list-style-type: none"> <li>• Motion to approve the minutes from Jennifer Kelly               <ul style="list-style-type: none"> <li>○ Seconded by Sarah</li> <li>○ Passed</li> </ul> </li> <li>•</li> </ul>				

**Directors Reports**

4:10 - 5:00	40	<p>SLS Director Report - Colleen</p> <ul style="list-style-type: none"> <li>● FETC Conference <ul style="list-style-type: none"> <li>○ Colleen and Melissa's Presentation</li> <li>○ School Librarian Track is available</li> <li>○ Opportunities for Museum visits &amp; Other</li> </ul> </li> <li>● Budgets/Orders <ul style="list-style-type: none"> <li>○ Colleen will let librarians know when to submit Bonus Budget orders.</li> <li>○ Possibility of a globe per school</li> <li>○ Vacuums will come from Grainger with Librarian names on orders.</li> </ul> </li> <li>● Lobby Day Albany <ul style="list-style-type: none"> <li>○ Last week of February NYLA might be looking for evidence of going ons in the library (photos)</li> </ul> </li> <li>● Pay Resolution <ul style="list-style-type: none"> <li>○ Extra pay for RFID encoding work. Going to Board on January 26th</li> </ul> </li> </ul>
5:00 - 5:05	5	<p>Rochester Public Library Report - Tonia</p> <ul style="list-style-type: none"> <li>● None</li> </ul>
5:05 - 5:10	5	<p>Rochester Regional Library Council Report - Ryan</p> <ul style="list-style-type: none"> <li>● Ryan needs access to our Agenda/ (Ryan will paste in at a later time)</li> <li>● Newsletter available quarterly on the RRCL website.</li> <li>● Access Pass For students available - These can be checked out to representative for the organization <ul style="list-style-type: none"> <li>○ Requirement that requester is responsible for lost materials. This causes issues for RCSD, as we do not hold students or staff responsible for these fees. Librarians can utilize this service per Colleen.</li> <li>○ RCSD will think about ways to responsibly promote this program.</li> <li>○ Databases are not part of the Access Pass</li> <li>○ Borrower must go to the location to pick up the book. It will not be delivered.</li> </ul> </li> <li>● Traveling Exhibits can be borrowed for your library. These are a set of four panels to display in your library. <ul style="list-style-type: none"> <li>○ Immigration in NYS 1650-1850</li> <li>○ Women's Rights</li> <li>○ Making Sense of the Census</li> </ul> </li> </ul>
<b>Committee Reports &amp; Chairs</b>		
		<p>Interlibrary Loan (Miranda)</p> <ul style="list-style-type: none"> <li>● Guided Reading - Double check with Vicki on how to handle transfers.</li> </ul>
		<p>CCD / Special Clients (Melissa F. and Teena)</p> <ul style="list-style-type: none"> <li>● Waiting for budget numbers. (Possibly 2-3 awards)</li> <li>● Goal is a January Submission</li> </ul>
		<p>Technology (Sarah R.)</p> <ul style="list-style-type: none"> <li>● None</li> </ul>
		<p>Cataloging (Melissa Frost)</p> <ul style="list-style-type: none"> <li>● Responsible parties have been implemented. Melissa will send out a survey to see how it is working.</li> <li>● District internet is causing some issues with access to TLC via RoConnect.</li> <li>● Some growing pains with TLC <ul style="list-style-type: none"> <li>○ Issues still exist with Follett Records.</li> <li>○ Training on reports is needed.</li> </ul> </li> <li>● RFID - Some people have started with their projects.</li> </ul>

		Storytelling (Sarah R. & Molly O.) <ul style="list-style-type: none"> <li>● Event Date: April 26th</li> <li>● Committee will send out application forms and do a Zoom introduction.</li> <li>● Collaboratorium - Room at East that can be utilized for the event.</li> </ul>				
		Poetry Slam (Jennifer D.) <ul style="list-style-type: none"> <li>● Teen Empowerment possible collaboration.</li> <li>● Committee is looking for assistance with logistics.</li> <li>● Janet Bird has some ideas from the past.</li> <li>● Melissa: Poetry slam could be recorded and submitted to Digies and take advantage of their judges.</li> </ul>				
		Advocacy (Julianne and Charlie) <ul style="list-style-type: none"> <li>● None</li> </ul>				
		Continuing Education (Miranda and Melissa) <ul style="list-style-type: none"> <li>● For subs: We must manually add them to specific PD events.</li> </ul>				
		Literacy Initiatives (Molly & Sarah R) <ul style="list-style-type: none"> <li>● Kekla Magoon - Went well</li> <li>● Jason Renyolds - Upcoming</li> </ul>				
5:50 - 5:55	5	Old Business- <ul style="list-style-type: none"> <li>● January meeting moved to 18th at 5:00 PM</li> </ul>				
5:55 - 6:00	5	New Business <ul style="list-style-type: none"> <li>● Become members of EMTA? (<a href="https://www.edmediatech.org/membership">https://www.edmediatech.org/membership</a>) (Miranda)             <ul style="list-style-type: none"> <li>○ Organization focuses on BOCES needs, not Big 5.</li> </ul> </li> <li>● Review Bylaws and update             <ul style="list-style-type: none"> <li>○ Add review bylaws to the next agenda. <b>Everyone should read and comment on the by laws by January meeting.</b></li> <li>○ State Feedback on Council                 <ul style="list-style-type: none"> <li>■ Too many people</li> <li>■ Appointments &amp; nominations vs Elections</li> </ul> </li> </ul> </li> </ul>				
		Good of the Order - None				
		Assess what worked well about this meeting and what we would have liked to change. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; padding: 5px;"><b>+ Plus +</b></td> <td style="text-align: center; padding: 5px;"><b>▲ Delta ▲</b></td> </tr> <tr> <td style="padding: 5px;"> <ul style="list-style-type: none"> <li>● Ahead of schedule!</li> </ul> </td> <td style="padding: 5px;"> <ul style="list-style-type: none"> <li>●</li> </ul> </td> </tr> </table>	<b>+ Plus +</b>	<b>▲ Delta ▲</b>	<ul style="list-style-type: none"> <li>● Ahead of schedule!</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>
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**Future Agenda Items:**

- Review ByLaws

**Action Items:**

- Review ByLaws and come to next meeting with specific notes.  
<https://www.rcsdk12.org/domain/6272>

**Future Meetings:**

November 16th 4:15 - 6:15  
 January 18th 5:00 - 7:00

March 22nd 4:15 - 6:15

May 3rd 4:15 - 6:15

June 14th 4:15 - 6:15