

TST BOCES SLS Council Meeting #1 Minutes

Tuesday, October 12, 2021

3:30 pm - 5:00 pm

Virtual Meeting

Attendance: Doreen Bergman, Allison Comes, Jenny Carr, Annarose Foley, Beth McCheyne, Cathy Wakeman, Jezra Spizak, Jessica Philippe, Jody Gale, Krystal Haranin, Liz Corbett, Madelyn Lombardo, Milly Stephenson, Neil Farley, Rachel McDonald

Meeting began at 3:35 pm.

- 1. Doreen Bergman began the meeting by adding a slidedeck for the meeting in the chat. (insert link to slidedeck) Katy started the meeting with a welcome activity. Everyone shared where they work, their position in their buildings, and their most current read.**
- 2. Doreen reviewed the agenda for the group. Annarose made a motion to approve the agenda. Neil seconded the motion. There were no additions to the agenda.**
- 3. Doreen asked everyone to review the minutes from May 25, 2021. Neil made a motion to approve the minutes. No additional changes were made. Motion passed.**
- 4. Doreen reviewed council requirements with the group. She defined the purpose of the council and that with new leadership it is important to meet requirements to receive federal funds. The council acts as a governing board to the SLS Coordinator. We will hold open meeting law. Public notice is put out a week ahead of time and others may join that are not on the council. The program review from last year brought to light that agendas need to be posted in advance, announcements of the meetings need to be placed on the website, draft minutes need to be posted within two weeks of the meeting, and by-laws must be posted and may need changes. Based on the program review recommendations, the SLS leadership and the council should comply with the NYS Department of Library Development including all aspects of Open Meeting Law and CR 90.18. The By-laws should be reviewed and revised to ensure that all regional stakeholder groups are formally represented in council activities. Council Chair and SLS Coordinator shall ensure that each required council meeting holds a formal vote and records such in the minutes. Doreen reviewed the council and communication coordinators responsibilities. Doreen reviewed Robert's Rules of Order with the group.**
- 5. By-Laws: Doreen asked the group to look at the By-Laws. Katy introduced the recommended amendments/suggestions for discussion. Changes to the By-Laws will**

be made and then sent out in advance to the council. A vote will be sought at the January meeting to amend the By-Laws.

- 6. Chair Vote: Doreen sought a nomination for the position of Chair. Neil Farley nominated himself to be council chair. Annarose seconded Neil's nomination. Motion passed.**
- 7. Katy shared that she will be sharing the annual report and the 2021-2022 budget with the council for a vote via google forms in the near future. Communication Coordinator letters have been sent to the district superintendents for identification of communication coordinator per district. Katy is seeking volunteers for a Mini-grant task force to help develop policies for grant distribution. Classlink will need to be purchased through the RIC next year.**

Neil made a motion to adjourn. Beth seconded. Meeting adjourned at 5:02 pm.

DRAFT