Welcome: Vice Chair Alison Lehner-Quam, sitting in for Chair Christine Poser called the meeting to order. Members of the Council introduced themselves and welcomed Patricia, who recently joined the Office of Library Services as a coordinator for Brooklyn.

Present: Leanne Ellis, Damary Gonzales, Melissa Jacobs, Allison Lehner-Quam, Jillian Lazaridis, Daniel Nkansah, Patricia Sarles, Lynne Kresta Smith, Russell West, Sally Young

News and Updates:
Search for Ric’s replacement: With the departure of Richard Hasenyager in March the DOE is tasked with finding a new Director for NYCSLS. Melissa reported that Ric’s position had been posted internally. As they were not able to find a candidate that satisfied all the criteria, it was suggested that the position be posted nation-wide. Melissa, who is acting Director of Library Services asked the Council to spread the news of the vacancy so that it could be filled as soon as possible.

System Elements:
Budget: Melissa reported Library Services will continue to fund MyLibraryNYC. NYSED Budget Online Certification is due in August.

System Annual Report is due on September 30.

Library Program Checklist: At the previous meeting, the committee worked on the “Library Program Checklist”. This one-page document is a useful guide for librarians and principals to review their programs from reading to instruction to administrative tasks. Coordinators plan to use it when talking with principals, so that they will gain a better understanding of the elements of an effective library program.

Menu of Services: Another document that has been revised and distributed is the “Menu of Services”. This details professional offerings, conferences, school visits, partnerships with public libraries (MyLibraryNYC), grants, networking, and resources available to librarians.

Other Business: The Fall Conference, scheduled for November 14, 2017, will be held at Citifield. Venue and contracts have been approved and submitted. A Call for Proposals will follow shortly.

Melissa urged Committee Members to register for the Spring Institute, (May 17, Secondary and May 18, Elementary), as soon as possible. Both sessions were nearing capacity.
Both the Library Program Checklist and Menu of Services can be accessed on the NYCSLS website.

Consequently, the first NYCSLS Council meeting for the school year 2017/2018, may be virtual. At this first meeting we will need to finalize the calendar and determine the topics for the coming year. In addition, the Council needs to decide:

- on the length and venues for the meetings
- whether it will be two full-day meetings or two half-day meetings
- whether to meet in the morning or the afternoon

**Summer PD:** Summer PD will be held in July and August. As soon as dates and locations are finalized, they will be announced on NYCSLIST and posted to the website PD calendar.

The first two days of the 2017-2018 Newly Assigned Professional Development four-day workshops will be held in August (Cohort 1) and October (Cohort 2). Both cohorts will meet together for days three and four in January and March.

**Recruitment Event:** NYCSLS continues to work with LIU and other graduate library schools to recruit teachers interested in pursuing a school library media degree. There is a recruitment event scheduled for May 3.

Allison called the one-hour meeting to a close, which was seconded by Jillian.