Call to Order: Meeting was called to order by Chairperson Christine Poser.

Present: Michael Clark, Margaret Dennehy, Michael Dodes, Leanne Ellis, Damary Gonzalez, Melissa Jacobs, Jillian Lazaridis, Bernardine Lowery Crute, Amy Mikel, Christine Poser, Debbie Randorf, Juan Rivera, Patricia Sarles, Lynne Kresta Smith, Sally Young

Approval of Minutes: Members were asked to review the minutes for any discrepancies. Margaret made a motion to accept the minutes as amended, seconded by Sally.

News and Updates: Melissa welcomed the Committee and reported that 2017/2018 had been a very successful year.

Galaxy: Effective immediately, schools have been asked to assign the role of librarian in Galaxy to a pedagogue. Schools will be required to list the full time LMS/teacher assigned to the library. This will help Library Services determine which schools are not in compliance with the state requirement, which states that “school libraries shall be established and maintained in each school” and the mandate to have certified school librarians in secondary schools. In addition, schools will be asked to clarify staffing in the library or lack of it on the Compliance Checklist.

Destiny: As Destiny contains personal student information full access should only be available to one person, i.e. the Library Media Specialist/teacher librarian. Currently, Library Services is working to feature the Destiny Security Agreement in the Principal’s Weekly. In future schools will need to complete the following before they can register for MyLibraryNYC, or be eligible for the NYC Reads 365 grant:

- Destiny Security Agreement
- BEDS Report Data
- Librarian Survey

Sexuality Women And Gender (SWAG) Conference: Chancellor Carranza was present at a presentation Melissa gave at SWAG. Though she was not able to meet him, she sensed that he has a vested interest in the library’s role in education. Our job is to convince him school libraries have a positive impact on our students’ academic, intellectual and social life.
During the year, Library Services focused on the following:

**CCD Collections:** During the year, five CCD collections were added. Over the last few weeks, librarians /curators of CCD collections held workshops/open house events and shared these specialized resources with parents, teachers and fellow librarians.

**Reading in Action:** In conjunction with the Reading in Action grant, NYCSLS will be partnering with the City Museum of New York and is hoping to have Senator John Lewis visit with students/librarians at the Museum.

**Makerspace:** This year Library Services awarded 20 INNOVATION! Mobile Makerspace grants. The lessons and activities created by the awardees will be added to the Libguides.

**Spring Institute:** Melissa reported that the Spring Institutes were a huge success. Some of the highlights were:
- Scott Westerfeld, author of the Leviathan series, winner of the 2010 Locus Award for Best Young Adult Fiction.
- Jared Fox – Affirming Schools for LGBT Students, Families and Staff.
- Julia Sarcone-Roach, NYC Reads 365 author and illustrator (*The Bear Ate Your Sandwich, Subway Story, and The Secret Plan*),
- Literacy Speed Dating, featuring titles from the NYCReads 365 lists and the NYC Public Libraries Summer Reading programs.

**Automation Project:** Automation will continue to be ongoing in the hope that all city schools will be fully automated.

**Fall Conference:** The Fall Conference will be held on November 6, 2018. This year the theme is “School Libraries Inspire Dreamers”. Library Services is currently working to finalize the Keynote speaker and have shortlisted a number of notable authors. Melissa advised that they have invited Chancellor Carranza to the Fall Conference.

**Members Terms/Elections:** Melissa invited nominees for the three open positions. Following are the appointed officers:
- Chair: Allison Lehner-Quam
- Vice Chair: Christine Poser
- Recording Secretary: Jillian Lazaridis

**NYCSLS Annual Evaluation Survey:** Michael distributed a copy of the NYCSLS Annual Evaluation Survey. Not surprising, the findings reflected Library Services’ focus and priorities. Once the Survey is finalized, the results will be uploaded to the Libguides. A copy will also be sent to the State Department.
Retirements: Jillian and Bernadine advised that they will be retiring this year. Both members expressed an interest in remaining active on the Council.

Collaboration with Public Libraries: During 2018/2019, there will be an increase in collaboration between school librarians and Public Librarians. Benefits of the MyLibraryNYC program will include:

- Author Studies (free books for all students)
- Author visits
- MyLibraryNYC PD for librarians
- PD on how to coordinate an author visit

Library Services will be introducing a pilot program that will include non-public schools in the MyLibraryNYC program. To be eligible to participate in the program, schools must sign a contract and delegate a librarian/teacher to coordinate the program.

Menu of Library Services and Supports: Melissa distributed a copy of “Menu of Library Services and Supports,” that sets out the numerous offerings librarians, administrators, teachers and students can participate in. Principals will be able to access this document on TEACH.

Melissa thanked the Council for their support and team spirit during her first year as Director of Library Services.

Adjournment: Motion: Jillian
Second: Sally