Central New York Library Resources Council

Continuing Education Committee

September 10, 2010

2:30 pm

**Present:** Meg van Patten (Baldwinsville Public Library; Chair, Louise Charbonneau MVCC); KyungJin Park (OCPL); Penelope Klein, CLRC liaison.

**Absent**: Robert Lalli (Utica Public Library); Brad Long (Upstate Medical University); Renee Wiles (ESM High School).

Meg van Patten called the meeting to order at 2:30 p.m.

**Action Items:**

1. Penelope Klein:
   * Call OCM BOCES about I-Pod training

**June 11, 2010 Meeting Minutes:**

As there was no quorum, the minutes will be approved at the next meeting.

**Agenda Items:**

1. Continuing Education update
   * CLRC will welcome a new Assistant Director in October who will be responsible for continuing education.
   * Joseph Janes will be keynote speaker at the CLRC Annual Meeting to be held on October 7, 2010 at the Oneida Community Golf Club.
   * CLRC will organize a panel at each of the School Library System conferences at the end of October 2010.
   * The Council is beginning to plan this year’s Annual Library Assistants’ Day for November 9, 2010. The conference will be held at the Holiday Inn on Carrier Circle. Topics include events planning, copy-cataloging and a presentation of the Erie Canal Museum.
   * Even though CLRC has not received any DHP funding yet, the committee is organizing a day-long workshop to celebrate Archives Month 2010. The workshops will be held at the Cazenovia Public Library.
   * I-Pod training – Penelope will contact OCM BOCES to get details.
   * RBDB Emerging Technology workshops will include training in the newspaper offerings in NOVELny. Bev Devlin of the Mid-York Library System has offered to start these trainings.
2. NYLA Continuing Education Update
   * [Library Assistant](http://www.nyla.org/index.php?page_id=1469) training at Genesee Community College in Batavia, NY. The training lasts 18 hours and costs $250.
   * [NYLA Leadership Institute](http://www.nyla.org/index.php?page_id=141): Positioning your Library as an Essential Service. This workshop has been postponed until 2011.
   * [NYLA Leadership and Management Academy](http://www.nyla.org/index.php?page_id=1039): see the NYLA website for details.
   * Details of all these events/workshops may be found on the NYLA website.
3. Workshop Ideas
   * Basic project management/ how to train a project manager.
   * Basic building management.
   * Taking on a leadership role as a new manager.
   * Time management.
   * Train the trainer/the accidental trainer.
4. SWOT Summit
   * Meg van Patten described the SWOT Summit that was held on September 2. The meeting was very positive; it was decided to prioritize advocacy and continuing education as strengths that CLRC should develop further because both will increase the Council’s visibility.

**NEXT MEETING: December 6, 2010 at 2:30 p.m. at CLRC**

There was no motion to adjourn as the meeting lacked a quorum.

Respectfully submitted,

Penelope J.M. Klein

Executive Director