

**MHLS Director's Association**  
**Meeting of Thursday, March 1, 2012**  
*(snow date: March 2, 2012)*  
**MHLS Auditorium: 10:00 a.m. – 12:00 p.m.**

**AGENDA**

**9:30** Coffee and Conversation

**10:00** Business Meeting *(please note that all items requiring a vote will occur at the beginning of the Business Meeting)*

**A. Action Items**

1. Approval of Minutes: February 7, 2012\*
2. Approval of Revised OverDrive Collection Development Guidelines\* *(attached)*
3. Approval of Additional Funding for OverDrive Content\* *(options attached)*

**B. Reports**

1. MHLS
  - i. Executive Director\*
  - ii. Consultants\*
2. MHLS Board Liaison
3. Advisory Committees
  - i. Central Library/Collection Development
  - ii. Continuing Education/Professional Development
  - iii. Marketing
  - iv. Resource Sharing

**C. Old Business**

**D. New/Proposed Business**

1. DA By-Laws *(found at [http://midhudson.org/mhls/Directors\\_Association\\_Bylaws.pdf](http://midhudson.org/mhls/Directors_Association_Bylaws.pdf))*

**E. Information**

1. System Funding Task Force - Update
2. Delivery Service – Update on Service
3. Foundation for Hudson Valley Libraries - Update

Adjournment

**Next Meeting: Wednesday, April 4, 2012**

*\*Please note that all documents are online at:  
<http://midhudson.org/resource/millennium/da/documents/currentpacket>*

## Overdrive Collection Development Guidelines

These guidelines have been developed to form the parameters of the Mid-Hudson Library System Digital Download collection. The guidelines are subject to change through the MHLS Central Library / Collection Development Advisory Committee. Usage statistics will be reviewed.

### Formats:

- Audiobooks will be purchased. MP3 (OMA) is the preferred format. WMA (OAB) is acceptable as a second choice.
- eBooks will be purchased. ~~The majority of the collection will be EPUB.~~ PDF is acceptable for items with illustrations.

### Funding:

- The cost of OverDrive is fully paid for through a cost share between Central Library Collection Development Aid and member library funds, annually approved by the Directors Association.
  - Platform funds: There is an annual fee for the interface. For 2012 that fee is \$16,296.
  - Material funds: The percent spent on audiobooks and on eBooks will be annually determined by ~~a vote of the Directors Association~~ **the Central Library / Collection Development Advisory Committee**. Materials will be purchased following the Collection Development criteria listed below.
- Additional purchases through donations of county funds and individual library funds have been discussed and the consensus is that anyone can contribute money towards OverDrive titles as long as all items are available to every library. This also means that every title will be in the OPAC, which is one of the most popular places for patrons to discover them.

### Collection Development & Purchasing:

- The collection will focus on popular materials (mostly fiction and some non-fiction) including:
  - ~~NYT~~ best sellers
  - major prize winners & popular award winning titles
  - series to the extent that we can get them
  - popular fiction and non-fiction authors
  - cozy/village mysteries
  - recent "must haves" & "good reads" (~~like Memory Keeper's Daughter, Water for Elephants~~)
  - books that turn into movies (~~like Blind Side, True Grit, Charlie St. Cloud, Precious~~)
  - suggested title lists will be reviewed for purchase including best selling paperbacks, bestselling Barnes & Noble Nookbooks, bestselling Kindle eBooks, PW Books of the Year, and Overdrive most circulated titles.
  - Additional titles will be considered upon recommendation.
- Only unabridged items will be purchased.
- **Generally, only adult & YA materials will be purchased; however, popular juvenile titles will be considered.**
- Only single copies of most titles will be purchased, unless holds are 5 or above.
- ~~No pre-pub items will be purchased.~~
- ~~If funding permits, a 25 item Maximum Access audiobook collection (always available titles), comprised of popular titles and titles used by schools could be considered.~~
- PPLD staff will develop lists of items to be purchased, which will be sent to OverDrive by MHLS ~~Business Office~~.

### Circulation:

- Loan period: patron chooses 14 days or 7 days (patrons choice)
- Number of titles a patron can have checked out at one time = 3
- Waiting list pickup period = 3 days
- Maximum number of titles a patron can add to their waiting list = 3
- Circulation is authenticated through Millennium and follows the same parameters (cannot check out if card is expired or owes over \$10)



**MHLS DATABASE COSTS**  
**2012 Possible OverDrive Additional Cost Allocation**

<b>\$6600 - Revised</b>		OverDrive					
<b>Total Cost</b>		\$6,600					
<b>Member Library Amount</b>		\$6,600					
Method		Per Capita	Sliding Scale	Flat Rate	Usage		
	Chartered Population	\$0.01098	varies	\$100.00	2011 ebook usage	\$0.27372	
Heermance Memorial Library	8,884	\$97.51	\$100.00	\$100.00	292	\$79.93	
Hunter Public Library	3,719	\$40.82	\$50.00	\$100.00	50	\$13.69	
Windham Public Library	1,660	\$18.22	\$25.00	\$100.00	67	\$18.34	
<b>Greene County Subtotal</b>		<b>41,209</b>	<b>\$452.30</b>	<b>\$525.00</b>	<b>\$800.00</b>	<b>1,494</b>	<b>\$408.94</b>
Desmond & Hamilton Fish Library	6,874	\$75.45	\$75.00	\$100.00	225	\$61.59	
Brewster Public Library	17,316	\$190.06	\$200.00	\$100.00	568	\$155.47	
Butterfield Memorial Library	2,548	\$27.97	\$50.00	\$100.00	321	\$87.86	
Kent Public Library	14,009	\$153.76	\$150.00	\$100.00	638	\$174.64	
Literary Union Library of Carmel	7,698	\$84.49	\$100.00	\$100.00	270	\$73.91	
Mahopac Library	26,485	\$290.69	\$250.00	\$100.00	1,127	\$308.49	
Patterson Library Association	11,306	\$124.09	\$125.00	\$100.00	460	\$125.91	
Putnam Valley Free Library	10,686	\$117.29	\$125.00	\$100.00	551	\$150.82	
<b>Putnam County Subtotal</b>		<b>96,922</b>	<b>\$1,063.79</b>	<b>\$1,075.00</b>	<b>\$800.00</b>	<b>4,160</b>	<b>\$1,138.69</b>
Elting Memorial Library / New Paltz	12,830	\$140.82	\$150.00	\$100.00	280	\$76.64	
Highland Public Library	11,701	\$128.43	\$125.00	\$100.00	498	\$136.31	
Hurley Library Association	3,060	\$33.59	\$50.00	\$100.00	180	\$49.27	
Kingston Library	23,456	\$257.45	\$225.00	\$100.00	581	\$159.03	
Marlboro Free Library	11,634	\$127.69	\$125.00	\$100.00	301	\$82.39	
Morton Memorial Library	308	\$3.38	\$25.00	\$100.00	9	\$2.46	
Olive Free Library Association	4,579	\$50.26	\$50.00	\$100.00	138	\$37.77	
Phoenicia Library	3,235	\$35.51	\$50.00	\$100.00	35	\$9.58	
Plattekill Library	7,803	\$85.64	\$100.00	\$100.00	270	\$73.91	
Rosendale Library	6,352	\$69.72	\$75.00	\$100.00	326	\$89.23	
Sarah Hull Hallock Free Library	1,251	\$13.73	\$25.00	\$100.00	38	\$10.40	
Saugerties Public Library	19,868	\$218.07	\$200.00	\$100.00	773	\$211.59	
Stone Ridge Library	5,854	\$64.25	\$75.00	\$100.00	221	\$60.49	
Town Of Esopus Library	9,331	\$102.41	\$100.00	\$100.00	274	\$75.00	
Town Of Ulster Public Library	12,544	\$137.68	\$150.00	\$100.00	341	\$93.34	
West Hurley Public Library	3,504	\$38.46	\$50.00	\$100.00	196	\$53.65	
Woodstock Public Library District	6,241	\$68.50	\$75.00	\$100.00	453	\$124.00	
<b>Ulster County Subtotal</b>		<b>143,551</b>	<b>\$1,575.58</b>	<b>\$1,650.00</b>	<b>\$1,700.00</b>	<b>4,914</b>	<b>\$1,345.07</b>
<b>System Total</b>		<b>601,327</b>	<b>\$6,600.00</b>	<b>\$6,600.00</b>	<b>\$6,600.00</b>	<b>24,112</b>	<b>\$6,600.00</b>