

**MID-HUDSON LIBRARY SYSTEM**  
**Continuing Education / Professional Development Advisory Committee Meeting**

**Date:** May 20, 2013

**Location:** MHLS Auditorium

**Committee members attending:**

☒ Vicki Kurashige (Columbia)

☒ Erica Freudenberger (Dutchess)

☒ Susan Totter (Dutchess)

☐ Candace Begley (Greene)

☐ Maria Steinberg (Putnam)

☐ Sukrit Goswami (Ulster)

☒ Faith Johnson (Ulster)

☒ Meribeth Advocate (MHLS)

**Staff Attending:** Rebekkah Smith Aldrich, Lauren Muffs, Deb Weltsch, Mike Nyerges

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**Discussion Items:**

1. October 15, 2012 minutes approved by Faith, seconded by Susan.
2. Overview of 2012 CE activities: 73 programs with a total attendance of 1,112.
3. Reviewed past 6 months of CE session evaluations. Discussion included:
  - a. Reader's Advisory as a marketing tool and value-added component of customer service. The committee agreed the new Novelist enhancement of the OPAC is very helpful and good for self-directing readers advisory.
  - b. Ongoing need for staff training in Sierra. Create Lists at a very basic level with updated links to follow in the Administrators Toolkit.
  - c. Committee reviewed results from the new section of the workshop evaluations that ask 'How do you decide to come to today's program?' and found it a helpful addition that should continue.
4. 2013 CE activities: already nearly 500 attendances.
5. Webinars: issues discussed included:
  - a. Overall, very helpful. Can be archived and viewed on demand.
  - b. Statewide Webinar: Webinars from DLD are a good development for statewide training (in 2013 'Best Practices for Workforce Development Services in Public Libraries'; 'Early Literacy Training for Public Library Staff'; 'What Every Trustee Should Know' by Jerry Nichols coming June 11).
    - i. Increasing attendance:
      1. MHLS will send out Workshop Notices for this type of webinar to increase attendance.
      2. MHLS will host a viewing of these webinars for people who prefer not to view it on a computer.
    - ii. Providing CE credit:
      1. MHLS will ask DLD if the name of the system can be added to the enrollment form, and then the list of registrants be sent to the system.
      2. MHLS staff will pilot an online feedback form for members seeking CE credit for viewing statewide webinars from DLD.
  - c. Customer Service Webinar/YouTube: developed by the Central Library, would be a great asset to member library staff. In modules that could be viewed individually or as parts of a whole presentation. Under 3 minutes a module is current standard.
6. Workforce Development in MHLS Libraries survey results: committee reviewed the aspects related to continuing education and/or professional development. Discussion included:

- a. Some of the need for staff expertise could be filled by partnering with organizations that provide this service and want to branch out to a library location.
  - b. Dutchess One Stop Career Center staff is providing workshops in libraries in the Northeast Corridor of the county, as an area of outreach for the NY DOL.
  - c. MHLS staff will send a link to the archived version of the statewide 'Best Practices for Workforce Development Services in Public Libraries' webinar, along with links for developing local partnerships.
  - d. NYLA's Digital Literacy site has links to basic training materials for the public at <http://www.digitny.org/index.php/public>
7. MHLS calendar: upgrade coming soon. Committee brainstormed categories to tag the entries with to enhance access.

Next meeting: Wednesday, October 23,2013