

MID-HUDSON LIBRARY SYSTEM
Central Library / Collection Development Advisory Committee Meeting

Date: 11/21/14

Location: MHLS Conference Room

Committee members attending:

- Emily Chameides (Columbia)
- Julie Spann (Dutchess)
- Casey Conklin (Dutchess)
- Sue Ray (Greene)

- Kathleen McLaughlin (Putnam)
- John Giralico (Ulster)
- Margie Menard (Ulster) - Chair

MHLS Staff Attending: Merribeth Advocate, Tom Sloan

PPLD Staff Attending: Tom Lawrence, Deb Weltsch, Lauren Muffs

 Minutes from (9/15/14) were reviewed and approved by Margie M., seconded by Casey C.

Discussion Items:

1. Database & eResources.

- a. **History of Cost-Share Total of MHLS E-Resources:** Database, eBook/eAudio Costs: Database costs of members are continuing to decrease.

	2009	2010	2011	2012	2013	2014
Cost-Share Total	\$150,406	\$145,719	\$137,549	\$139,017	\$129,341	\$107,889

- b. **eResource Review: Webucator Library Partner Program:**

<http://www.webucator.com/partners/libraries.cfm>. Online training resource for patrons - similar in content to Lynda.com. Users are surveyed after each lesson. Contact Casey at Pawling for a voucher code to test-drive if you are interested.

- c. **Updated chart of E-Resources: Databases, eBook/eAudio, Catalog Enhancements – Central Library and Member Library Cost Shares:** [2014 Actual](#) & [2015 Estimated](#), posted at <http://da.midhudson.org/>. Note that the 2015 will be updated often.

- d. **Collectively Purchased Database Use:** Usage was reviewed. Discussion of potentially adding Gale Virtual Reference Library titles, or an encyclopedia. Will try to get the NOVELny funded encyclopedia added to the EDS list. EDS databases from NOVELny that are in Encore are showing increases.

- e. **OverDrive Circulation:** While physical circulation goes down, OverDrive circ of both eBooks and eAudio continues to grow. Hudson Valley Reads will be used by Central Library staff as an additional resource for potential titles to add to OverDrive.

	2013	2013 transactional cost per use	2014 as of 10/31
eBooks (OverDrive)	101,975	\$0.54	110,754
eBooks (Gutenberg)	3,622		2,156
eAudiobooks	25,997		27,382
Total Use	131,594		140,292

- f. **Additional OverDrive Funding** (outside of the cost share): Discussion included the need for libraries to add additional copies from their own funds for titles their patrons are waiting for as some are waiting many months; and how to push actionable info to directors about this. Also that directors should be responding to the requests of their patrons for new OverDrive titles. Suggested a 1 hour training session after a DA meeting on 'What You Need to Know About eBooks'.
 - g. **Discussion of instituting 3-week checkout option for OverDrive materials:** Consensus of the committee is that it's not feasible with the current resources.
 - h. **Discussion of OverDrive Curated Collections:** Will review at next meeting.
2. **Draft of the Moving Forward Cooperative Collection Development Assessment** part of the MHLS Plan of Service was reviewed by the committee. Committee suggested that how much each library gets in system support be used as a powerful advocacy statement.
3. **Updated Central Library Development Aid/ Central Book Aid Budget: 2014 Actual & 2015 Estimated** was reviewed by the committee.
- a. Funds remaining in 2014 budget will go to OverDrive to meet the demand for non-fiction titles.
 - b. 2015 projected budget was circulated. We will further discuss this at February committee meeting.
 - a. Hudson Valley Reads cost increased for 2015. Committee requested usage statistics for this for the February committee meeting.
 - b. What activities to fund through staff costs.
 - c. The fact that any member library can ask Adriance to consider buying a non-fiction book that is too expensive or unusual for their library to add to its collection will be re-publicized by Central Library staff.
3. **Core Competencies:**
- a. Tom L. prepared a competency draft [based on FEDLINK's Federal Librarian Competencies (2008) and WebJunction's Competency Index for the Library Field (2014)] to define the knowledge, skills, and abilities necessary to perform collection management functions and reference service to patrons. These competencies can be used by directors and managers to establish proficiencies at the local level and to identify where continuing education can improve the library experience for the patron.
 - b. The committee will review/edit these at the February committee meeting, with the goal to recommend these as best practices for the DA to adopt.
 - c. Staff line for Core Competencies Assessment and Reports in 2015 CLDA budget will be removed.
4. **Collection Analysis and Use:** Three reports per library in areas selected by this committee are in the CLDA budget. Ideas discussed included:
- a. Central Library to send lists to each library of their materials more than 10 years old and not circulated in 5 years. A sample report will be provided at the February committee meeting.
 - b. Adding templates into Create Lists.

5. **Training Provided by Central Library Staff:** Three series (10-12 workshops) on topics selected by this committee are in the CLDA budget.
 - a. 2014 Collection Development Workshop update: as of 11/21, there have been 45 Director attendances and 74 total attendances. 2 more sessions are scheduled.
 - b. Recommendations of 2015 topics:
 - i. Spring: Bev provide Excel training as it relates to Create Lists (after Thomas provides Create Lists training in Q1). Hands-on with a printer. Attendees will produce a list they will walk away with. To register must have a certain competency (have recently taken Create Lists training or already be proficient in it). Session will be run 5-7 times over the year.
 - ii. Fall: One other topical session t.b.d.

6. **Databases in the Catalog:** Database project has been completed by Nina in MHLS Cataloging Dept. There are individual records for each of the 18 individual databases all libraries subscribe to. More than 25,000 resources have been added. Many resources overlap across multiple databases, with some appearing in up to five different databases. These records have been merged so that there is only one record for each resource, with multiple links to each database.

Next meeting Friday, February 20 (snowdate 2/23):

- OverDrive Collection Development Guidelines review

Submitted by Julie Spann and Merribeth Advocate