

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

Date: April 14, 2015

Location: MHLS Auditorium

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

Others Attending: Tom Lawrence, Deb Weltsch, Janet Huen

Minutes from 2/20/15 meeting were reviewed and approved by J. Spann, seconded by J. Giralco.

Discussion Items:

1. Central Library Development Aid / Central Book Aid Budget: 2014 Actual & 2015 Estimated was reviewed.
2. Databases & e-Resources
 - a. Databases
 1. Committee reviewed the usage statistics of the collectively purchased databases in the E-Resources – Central Library and Member Library Cost Share chart, and recommends to the DA to continue with the existing databases for 2016 (Chiltons, Gale Testing & Education Reference Center (TERC), Mango Languages, and JobNow). Discussion included ways to increase the number of transactions:
 - a. Increased marketing of the ‘prepare for the workforce’ resources (TERC & JobNow). PPLD staff will prepare a press release and develop a poster and shelf-talkers to share, and make it a Tuesdays Tips focus. M. Advocate will schedule training for library staff with the vendors.
 - b. Increasing awareness of the e-resources in Chiltons and TERC that save libraries money because they don’t have to purchase the books. PPLD staff will make it a Tuesdays Tips focus.
 2. Database retrievals in Encore through EDS – retrievals via Encore showed a healthy usage. D. Weltsch found nothing on the ‘free list’ to add at this time. She will monitor it and bring to the committee any new free database that might be worthy to add to Encore.
 - b. OverDrive
 1. M. Advocate showed an overview including trends of use, collection size, most popular subject and titles, and funding in addition to the cost-share (provided through individual library funds, county funds, state funds and grants). Suggested DA Table Talk: OverDrive use by library as a % of their total circulation, and OverDrive expenditures per library as a % of their total material expenditures.
 2. Draft update of MHLS OverDrive Collection Development Guidelines: The following elements were established for the use of OverDrive funds from the E-Resources – Central Library and Member Library Cost Share cost-share chart:
 - a. Bestselling and Popular Adult fiction will be purchased from cost-share funds, as this is what is most popular overall, and additional copies will be purchased of these to fulfill holds. Central Library Development Aid/ Central Book Aid now provides funds for non-fiction.

- b. Patron driven acquisition of metered titles that have timed out (in collection & 0 days remaining, or in collections & 0 days remaining). These will only be repurchased from cost-share funds if they have a hold (list reviewed bi-weekly).
 - c. Catalog Enhancements
 1. Novelist Select and NextReads/Library Aware were renewed. Motion was made to change what MHLS libraries have been calling 'Hudson Valley Reads' to use the vendors name of NextReads, to promote the readers advisory element, and take advantage of the prepared promotional materials. Made by M. Menard seconded by J. Spann. Motion passed. MHLS staff will update the links on the catalog and website.
 2. Syndetics: Catalog enhancement of Video & Music content (cover images and annotations for CD and DVD materials) was reviewed. Cost to add this element for a 17 month subscription from 03/26/15-08/31/16 would be \$2,805. Discussion included: Potential revisions in the CLDA/CBA budget to reduce assistance in the area of telephone and office supplies to make room for this addition; potentially removing Syndetics First Chapters & Excerpts if it would reduce the price to make room for this addition.
3. Core Competencies
 - a. T. Lawrence reviewed. Tabled to the next meeting. Committee will send T. Lawrence suggested edits prior to the next meeting.
4. Collection Analysis and Use
 - a. T. Lawrence reviewed information compiled by Bev Santero to be emailed to all member-libraries as to items that have not circulated in X amount of years and best practices for each library going forward. Customized reports will be sent to each director by email.
5. Training provided by Central Library Staff
 - a. Enhancement of Create Lists through Excel with Bev Santero
 1. Level 1: at MHLS May 18 from 10am-12pm and May 21 from 1-3pm
 2. Level 2: at MHLS on June 10 & 11 from 10am-12pm
 - b. Fall Training: Collection Development Competencies
6. What aspects of the 2012-2016 Central Library Plan need evaluation: Tabled to the next meeting.

Motion to adjourn by Margie M. and seconded by John. G. ended at 12:30

Upcoming meetings:

- Monday May 11
- Tuesday November 3 (*snow date if needed is 11/9*)

DA New Business: 2016 Estimate of E-Resources: Databases, eBook/eAudio, Catalog Enhancements - Central Library and Member Library Cost Shares

- Background: The MHLS Central Library/Collection Development Advisory Committee reviews the usage of system-wide collectively purchased databases to insure they are cost effective and being used enough to be worthy of renewal. The committee also reviews the Central Library Development Aid (CLDA) budget that cost-shares the price of the databases with the member libraries.
- Issue: Each year the Directors Association votes to approve the recommended package of cost-shared E-Resources for the coming year. The committee recommends continuing with the existing databases (Chiltons, Gale Testing & Education Reference Center (TERC), Mango Languages, and JobNow) and OverDrive for 2016. The attached chart shows the estimated cost per library.
- Recommendation: To approve the 2016 costs.
- Status: New Business at the 5/7/15 DA meeting.