

MID-HUDSON LIBRARY SYSTEM

Central Library / Collection Development Advisory Committee meeting

Date: 1/13/12

Location: MHLS Conference Room

Committee members attending:

- Sally Alderdice (Columbia)
- Julie Spann (Dutchess)
- Gloria Goverman (Dutchess)
- Sue Ray (Greene)

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

MHLS Staff Attending: Mike Nyerges, Merribeth Advocate

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

Approval of 9/28/11 and 10/31/11 minutes by J. Giralico, seconded by M. Menard.

Action Items:

1. T. Lawrence and MHLS staff will meet to finalize numbers in budget and database costshare chart.
2. For DA Meeting Agenda:
 - OverDrive: Committee recommends each library be invoiced for an additional \$100, in addition to the amount they contribute through the annual database costshare with CLDA funds, as was done in 2011.
 - OverDrive: Annual vote on the ratio of audiobook to eBook funds (currently 60% Audiobooks / 40% EBooks).

Discussion Items:

2. Central Library Program 2012 Budget (Central Library Development Aid [CLDA] & Central Book Aid): T. Lawrence gave overview of the purpose and funding. Committee reviewed the budget and recommended it for approval.
3. 2012 Collection Development & Training:
 - Follow-up on medical analysis in late spring or early summer
 - May: Workshops in 5 locations on best practices in OPAC and databases for anyone who works with patrons.
 - Fall: Law is the collection development analysis focus area; including 5 directors in-service meetings and workshops in 3 locations.
4. OverDrive:
 - E-Content for youth: Discussion included how to decide on titles and how to sustain when the demand already greatly exceeds the supply of current titles. Committee agreed that available titles from the NYTimes Bestseller list for children's series books and chapter books will be purchased.
 - The number of participating patrons and circulation of OverDrive items continues to increase. More funds are needed to sustain the existing condition. Committee recommends each library be invoiced for an additional \$100, in addition to the amount they contribute through the annual database costshare with CLDA funds, as was done in 2011.
 - The OverDrive Collection Development Guidelines were reviewed and updated, and are attached.
 - M. Nyerges will contact/make recommendation to the Dyson Foundation.
5. NextReads
 - M. Advocate and T. Lawrence will arrange training for set-up, implementation and administration of NextReads.
 - Advanced List of titles being featured will be sent to Directors Listserv.

Sue Ray & Merribeth Advocate

MHLS 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.

Funding:

- The cost of OverDrive 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.
 - Material funds: The % spent on eBooks and on audiobooks will be annually determined by vote of the DA, and will be spent following the Collection Development criteria listed below.
- Additional purchases through donations of county funds, library funds and individual 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 and the content falls into our established guidelines. 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 that appeal to a broad range of public library users, 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
 - recent "must haves" & "good reads"
 - books that turn into movies
 - additional titles will be considered upon recommendation.
- Only unabridged items will be purchased.
- Adult, YA & middle-grade materials will be purchased.
- Single copies of most titles will be purchased, unless the holds to titles owned ratio falls into the 7-8 range.
- 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)