

\*\*\* DRAFT \*\*\*

**MHLS Directors' Association  
Minutes of Meeting – Wednesday April 4, 2012**

**Attendance**

**Columbia County**

Chatham:  
Claverack: Alderdice  
Germantown:  
Hillsdale: Briggs  
Hudson: Chameides  
Kinderhook: Giraldo  
Livingston:  
New Lebanon: Bogino  
North Chatham: Kurashige  
Philmont: Garafalo  
Valatie: Powhida

**Dutchess County**

Amenia:  
Beacon: Keaton  
Beekman: Rodriguez  
Clinton:  
Dover Plains:  
East Fishkill:  
Fishkill:  
Hyde Park:  
LaGrange: Karim  
Millbrook: Rogers  
Millerton: Leo  
Pawling: Jarzombek  
Pine Plains: Hill  
Pleasant Valley: Pulice  
Poughkeepsie: Lawrence  
Red Hook: Freudenberger  
Rhinebeck: Cook  
Rhinecliff: Meyer  
Staatsburg: Rothman  
Stanford: Christiansen  
Tivoli:  
Wappingers:

**Greene County**

Athens: Snyder  
Cairo: Kamecke  
Catskill:  
Coxsackie: Deubert  
Greenville:  
Haines Falls:  
Hunter:  
Windham:

**MHLS Staff**

Advocate  
Nyerges  
Drake

**Putnam County**

Brewster:  
Carmel:  
Cold Spring: Thorpe  
Garrison: Donick  
Kent: Rees  
Mahopac: Kaufman  
Patterson: Haar  
Putnam Valley: McLaughlin

**Guest(s)**

**Ulster County**

Esopus:  
Highland: Kelsall-Dempsey  
Hurley:  
Kingston:  
Marlboro: Cosgrove  
Milton: Skelly  
New Paltz: Giralco  
Phoenicia:  
Pine Hill: Certain  
Plattekill:  
Rosendale:  
Saugerties: Goswami  
Stone Ridge: Ford  
Ulster: Johnson  
West Hurley:  
Olive-West Shokan:  
Woodstock:

**Call to Order:** Chair Lawrence called the meeting to order at 10:00 a.m.

**Action Items**

1. **Approval of Minutes –March 2, 2012:** Cook moved, Alderdice seconded and it was **UNANIMOUSLY VOTED** to approve the minutes of the previous meeting as presented.

**Reports**

1. **MHLS Reports**

- a. **Executive Director:** Mike Nyerges reviewed his printed report, distributed prior to the meeting. In addition, he expanded on the following:
  - i. Mike introduced and welcomed Eric McCarthy, Automation Coordinator.
  - ii. State aid for library services: Aid will increase by \$2.615 million in 2012-2013, from \$79 million to \$81.615, which is just over a 3% increase. An additional \$1.3 million has been approved for libraries impacted by MTA payroll tax and it's still being clarified whether this also applies to library systems. So total state aid will increase to about \$83 million. Please be sure to thank Senators Saland, Seward and Larkin.
  - iii. Revision of Delivery Contract: Mike thanked Erica from Red Hook for letting the system know about the possibility of tax free gas for the delivery vans. MHLS has investigated this and there is a chance that the system may get tax free gas through Dutchess County. MHLS is close to coming to an agreement with Hudson River Transport. They checked prices with some other vendors and are comfortable staying with HRT.
  - iv. 2012-2017 System Plan - the System and Central Library Plans of Service were approved by the state, but the Direct Access Plan needs to be revised. The state won't allow the word "refusal", but we can use "restrict." Until it is amended we need to use the old plan.
  - v. 2011 Member Statistics: Mike mentioned that library card registration had increased. Tom questioned this increase, wondering if libraries are weeding old and unused patron records.

- vi. Annual Meeting: The Annual meeting is scheduled for Friday Oct. 19<sup>th</sup>. Mike had previously asked for speaker recommendations. Erica Freudenberger recommended R. David Lankes from Syracuse University. MHLS will be contacting Mr. Lankes. There was some discussion about date, time and location of the annual meeting. It is too late to make any changes for this year, but MHLS will consider recommendations for 2013.

b. **Consultants**

- i. **Outreach and Education Coordinator -Merribeth Advocate:** See report in the DA packet. In addition, she reported the following:
  1. SEAL: Merribeth will send a link to the net borrowing and lending report from SEAL.
- ii. **Coordinator for Library Growth and Sustainability - Rebekkah Smith Aldrich:** See report in the DA packet. In addition, she reported the following:
  1. Construction grants - once the grants are announced to the libraries they ask that legislators be given "first dibs" on making the announcements about the grants.
  2. 10 Things, the self directed online learning series was very successful. MHLS will try and run the program again in the fall.
- iii. **Information Technology Coordinator - Robert Drake:** See report in the DA packet. In addition he reported on the following:
  1. The problems accessing the databases have been corrected. Robert asked that we let him know as soon as we notice a problem with the databases.
  2. He will be repeating the Library Website Workshop for those libraries that have their websites managed by MHLS.
- iv. **Automation Coordinator - Eric McCarthy:** See report in the D/ A packet. In addition he reported on the following:
  1. Eric has been familiarizing himself with all of the work that Laurie did with Millennium Resources – he will be making updates to the Resource Page as needed.
  2. WAM statistics. When working with WAM statistics make sure you never hit *download and delete*.
  3. He recommended that libraries do as much clean up of their records as possible before the move to Sierra. Pulling over bad data is not good.
  4. Loan rules are limited to 1500. We are currently at 1100. The D/A might want to consider consolidating some rules.

2. **MHLS Board Liaison:** See the attached report. The next meeting is May 9<sup>th</sup> at the newly renovated Patterson Library.

3. **Advisory Committees**

- a. Central Library/Collection Development: See the attached report. Next meeting June 14<sup>th</sup>.
- b. Continuing Education/Professional Development: No report. Next meeting May 11<sup>th</sup>.
- c. Marketing: See the attached report.
- d. Resource Sharing: No Report. Next Meeting April 12<sup>th</sup>.

**Old Business:** D/A By Laws – Lawrence reported that there is not much energy among the members to work on revising the by laws.

**New/Proposed Business**

1. There was some discussion about the birth date in the patron record. It was noted that this is not new business since it was previously approved by the D/A to require a birth date on the patron registration card. The Resource Sharing Standards will be changed to reflect this previously approved change. It was noted that Millennium log on passwords for staff should be changed frequently to protect patron records.

**Adjournment:** The meeting adjourned at 11:55 a.m.

The next meeting of the MHLS Directors' Association is scheduled for **Friday May 4th**, beginning at 10:00 a.m.

Respectfully submitted.

Linda Deubert  
Heermance Memorial Library

**2012 Meeting Dates**

Wednesday, Friday, May 4  
Thursday, June 7

Tuesday, July 10

Monday, August 6 (if needed)

Friday, September 7

Wednesday, October 3

Thursday, November 1 (snow date: Friday, November 2)

Friday, December 7