

MHLS Directors' Association
Minutes of Regular Meeting – Wednesday, January 8, 2014

Attendance

Columbia County

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

Dutchess County

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

Greene County

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

MHLS Staff

Advocate
Drake
McCarthy
Sloan

Putnam County

Brewster:
Carmel: Buck
Cold Spring: Thorpe
Garrison: McCreery
Kent: Donick
Mahopac: Capozzella
Patterson: Haar
Putnam Valley: McLaughlin

Guest(s)

Ulster County

Esopus:
Highland: Dempsey
Hurley:
Kingston: Menard
Marlboro: Cosgrove
Milton: Skelly
New Paltz:
Phoenicia:
Pine Hill:
Plattekill:
Rosendale:
Saugerties: Rees
Stone Ridge:
Ulster: Priest
West Hurley: Lustiber
Olive-West Shokan: Scott-Childress
Woodstock: Raff

Call to Order: Chair Giraldo called the regular meeting order at 10:30 a.m.

Action Items

1. **Approval of Minutes – December 6, 2013:** Lawrence moved, Dempsey seconded and it was **UNANIMOUSLY VOTED** to approve the minutes of the previous meeting.
2. **Encore Licensing** - Lawrence moved that the vote in a previous meeting to implement Boopsie be repealed, that the purchase of Encore be approved, and that later implementation of Boopsie be evaluated. The **MOTION PASSED**, with 38 supporting votes, and 2 abstentions.
3. **DA Governance and Bylaws** – Combining the Steering Committee with the System Services Committee to revise bylaws was discussed. Donick asked to be excused from revising bylaws as she has taken on the task of writing Director's Meeting minutes. It was agreed that this would be acceptable. Lawrence moved that the committees not be merged, but be tasked jointly with bylaws revision. The **MOTION PASSED**, with 39 supporting votes, no opposing votes, and 2 abstentions.

Reports

1. **MHLS Reports**

- a. **Executive Director:** See report in DA packet. In addition, he thanked Lawrence with leading the effort to study Encore. He is studying salary issues to retain valued Mid-Hudson staff.
- b. **Consultants**
 - i. **Merribeth Advocate:** See report in DA packet. In addition, she reported the following:
 1. Annual Reports will be due on February 19th. The questions are not yet available. This year, we will be asked to report adult participation in summer reading, and the number of wireless users. Virtual reference is not database use but answering reference questions via e-mail, etc. We will need to identify new trustees. All are welcome to attend Annual Report workshops. New directors are urged to do so.
Lawrence stated that directors should have a month from the time the survey form is available until the time it is due. Sometimes if annual reports are late, they can delay funding. Many agree that it is

impossible to give completely accurate answers to all questions, especially new ones. It was suggested that librarians give financial questions to their finance person.

2. "Fall into Books" will be in Fishkill this year.

ii. **Rebekkah Smith Aldrich:**

1. To prepare for Advocacy Day, Trustees and staff are encouraged to come to advocacy boot camp.
2. At the state level, the comptroller supports using one billion in state surplus to provide incentives for complying with the tax cap. This will be controversial. Libraries are not mentioned, and would not benefit from this.
3. Cruger was thanked for compiling lists of policies for the member libraries. The number of recommended policies has more than doubled. She recommends giving financial control and personnel policies priority. Libraries are encouraged to send in policies which they have but which are not listed. They can be e-mailed to Aldrich. She can send copies of listed policies to library directors who cannot find them in their libraries.
4. The Legal Resources workshop has been changed to March 18.
5. Oaths of Office should be taken by trustees and filed within 30 days of taking office.

iii. **Robert Drake:** See report in DA packet. In addition, he reported the following:

1. Drake answered questions about Aerohive, and another brand of centrally manageable wireless routers with improved reporting. These routers will cost \$400 to \$500 per router as a one time cost, and about \$100 for maintenance per year. We may be able to do a group buy. The price could go down by 42% if 100 at a time are purchased. These routers would replace a library's current routers. They might be e-ratable. Robert will send out an action memo to judge interest. Libraries will have to report on wireless use provided by their libraries on future Annual Reports. Sierra does not work well with any wireless router, including these ones.

iv. **Eric McCarthy:** See report in DA packet. In addition, he reported the following:

1. He must now concentrate on compiling annual report data. Cataloging issues should be reported to cataloging@midhudson.org.
2. Circulation numbers will include online renewal numbers folded in.

2. **MHLS Board Liaison:** No report. Next meeting is January 18.

3. **Advisory Committees**

- a. Continuing Education/Professional Development: Next meeting will be on May 21.
- b. Marketing: Will meet in March.
- c. Resource Sharing: Next meeting is Feb. 10.
- d. System Funding Task Force: Will meet on Jan 8, after the Director's meeting

Old Business:

none

New Business:

none

Adjournment: Lawrence moved, Keaton seconded and it was **UNANIMOUSLY VOTED** to adjourn the meeting at 11:25am.

The next meeting of the MHLS Directors' Association is scheduled for **Thursday, February 6th** beginning at 10:00 a.m.

Respectfully submitted,

Carol Donick
Kent Public Library

2014 Meeting Dates

Thursday, February 6th (snowdate 2/7)

Wednesday, March 5th (snowdate 3/6)

Thursday, April 3rd

Tuesday, May 6th

Thursday, June 5th

Friday, July 25th

Wednesday, September 10th

Tuesday, October 7th

Wednesday, November 12th (*snowdate 11/13*)

Friday, December 5th