

MHLS Directors' Association
Minutes of Meeting – Wednesday, April 5, 2013

Attendance

Columbia County

Chatham: Fuller
Claverack: Alderdice
Germantown: Place
Hillsdale:
Hudson:
Kinderhook: Giraldo
Livingston: Critchell
New Lebanon:
North Chatham: Kurashige
Philmont: Garafalo
Valatie: Powhida

Dutchess County

Amenia:
Beacon: Keaton
Beekman: Rodriguez
Clinton:
Dover Plains: Totter
East Fishkill: Goverman
Fishkill: Spann
Hyde Park:
LaGrange: Karim
Millbrook: Barnard
Millerton:
Pawling: Priest
Pine Plains: Hill
Pleasant Valley: Pulice
Poughkeepsie: Lawrence
Red Hook: Freudenberger
Rhinebeck: Cook
Rhinecliff: Meyer
Staatsburg:
Stanford:
Tivoli:
Wappingers: Gonzalez

Greene County

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

MHLS Staff

Advocate
McCarthy
Nyerges
Smith Aldrich

Putnam County

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

Guest(s)

Ulster County

Esopus: Tomaseki
Highland: Kelsall-Dempsey
Hurley:
Kingston: Menard
Marlboro: Cosgrove
Milton: Skielly
New Paltz: Giralico
Phoenicia:
Pine Hill: Slater
Plattekill:
Rosendale: Alexander
Saugerties:
Stone Ridge: Ford
Ulster: Johnson
West Hurley:
Olive-West Shokan:
Woodstock:

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

Action Items

1. **Approval of Minutes – March 6, 2013:** Alderdice moved, Cook seconded and it was **UNANIMOUSLY VOTED** to approve the minutes of the previous meeting as presented.

Reports

1. **MHLS Reports**

- a. **Executive Director:** Nyerges reviewed his printed report distributed prior to the meeting. In addition, he expanded on the following:
 - i. Congratulations to Beacon on their successful vote. Also, congratulations to Grinnell on the formation of their new public library district.
 - ii. Advocacy day proved that our efforts are worthwhile. MHLS has sent letters of appreciation. Nyerges has a meeting planned with Senator Tkaczyk next week. Assemblyman Cahill was also instrumental in the increases. There is a 4.9% overall increase in budget, but MHLS will plan with a 4.4% increase for general aid and central library aid.
- b. **Consultants**
 - i. **Merribeth Advocate:** See report in DA packet. In addition, she reported the following:
 1. Everyone has submitted and been reviewed for annual reports. Only 2 or 3 have corrections. Please have changes completed by end of day on Monday.
 2. Advocate asked for feedback about bookmarks created by MHLS. MHLS has pulled four of the print bookmarks because of out of date information on print version. Will email Directors with which bookmarks should be pulled and recycled.
 3. SENYLRC cannot continue as is, which leaves the future of SEAL uncertain as well. SEAL has always been subsidized by SENYLRC, and costs roughly \$40,000 in staffing and services. This has never been included in the MHLS budget. We need to think about possible solutions for ILL needs. For MHLS libraries, RCLS is the primary ILL trading partner. Potentially some sort of agreement between MHLS and RCLS could be arranged in place of SEAL. This change is not happening in this calendar year, probably not next year either, but eventually.
 - ii. **Rebekkah Smith Aldrich:** See report in DA packet. In addition, she reported the following:

1. Congratulations to Jessica Gonzalez on the passage of Grinnell's Library District Initiative.
2. Libraries and systems have been so focused on budgetary concerns that another element of advocacy gets lost: the plight of the school librarian. They are often the first positions cut, and this is leading schools to more frequently refer questions to public libraries. Smith Aldrich will send hand out materials and talking points on why school librarians are important.
3. Library Aware has arrived. All MHLS libraries received an email this morning containing a 4-step guide to logging on. The web address is Libraryaware.com, and it only works in the Google Chrome web browser. Once you send your logo to Library Aware, Ebsco will send you a link to log in initially next week. It is up to Directors to set staff up. Once you have logged in with your email address, Log In: email address, go to the Admin dashboard. Click on "Invite Staff – Organization Access." An Editor can create and print, while a Publisher can create, print and push announcements out electronically. MHLS has this product for at least the next 2 years. Don't let go of Constant Contact yet, but Library Aware has that type of functionality. Smith Aldrich is testing it, and will report back.

iii. **Robert Drake:** Not present. See report in DA packet.

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

1. The Sierra Preview App will become the live app automatically. You will not have to download a permanent app. Eric will be calling each library with further instructions.
2. Corrections – MAT Type Icons, we are not going to mirror mat type icons. When we go live, we will use Sierra's canned icons. Books will look like books, CDs will look like CDs.
3. Once Sierra is live, there will be a correct error message saying "All ports in use," not the log in error message that is there currently.
4. Guide for receipt printing has been created. Leave about 15 -20 minutes per set of initials to set up printing settings when Sierra is live.
5. Resource Sharing page has all of Sierra Resources available, and it was sent via email also. If Directors only read one document, read Sierra User Configuration guide.

2. **MHLS Board Liaison:** No report.

3. **Advisory Committees**

- a. Central Library/Collection Development: Met on March 27 with Deb Weltsch about training offerings. Looked at 2013 Central Library Programming Budget. The increase in funds will be used to reduce member assessments. MHLS investigating a resume builder for those with low skill levels. Sue Ray has produced a database brochure for common databases that all MHLS libraries have. The brochure will be editable once it is distributed. Job Now will be dropped from NOVEL, but MHLS will pick it up at no cost to member libraries.
- b. Continuing Education/Professional Development: No report. Next meeting is May 20th.
- c. Marketing: No report. Next meeting is April 10th.
- d. Resource Sharing: No report. Next meeting is April 16th.
- e. System Funding Task Force: Meeting immediately following today's DA meeting.

Information:

1. Please read all Sierra documentation on the MHLS website. Everything needed for a smooth transition is there.

Adjournment: Lawrence moved, Tomaseki seconded and it was **UNANIMOUSLY VOTED** to adjourn the meeting. The meeting adjourned at 11:42 a.m.

The next meeting of the MHLS Directors' Association is scheduled for **Thursday, May 2nd** beginning at 10:00 a.m.

Respectfully submitted,

AnnaLee Giraldo
Kinderhook Memorial Library

2013 Meeting Dates

- Thursday, May 2nd
- Monday, June 3rd
- Wednesday, July 24th
- Monday, September 9th
- Friday, October 4th
- Wednesday, October 3rd
- Thursday, November 7th (snow date: 11/8)

Friday, December 6th