

Consultant Reports
Directors Association Meeting – June 2012

Merribeth Advocate, Outreach & Education Coordinator

1. **Digital Literacy Training Update:** MHLS will host one of the first state-wide train-the-trainer workshops on the NYS Digital Literacy standards on June 21 in the Auditorium. **Register at** <https://m360.nyla.org/event.aspx?eventID=51144>
 - These workshops, to be held throughout the state over the next two years, will introduce the approved digital literacy curriculum to library staff. The goal of the program is to develop a cadre of trained library staff who can advance the digital literacy skills of their patrons. The workshops are open to all library staff who interact with the public. For more details, the workshop description is at <http://diglitny.org/index.php/workshop-description>.
 - There is no fee to attend the workshop, and lunch will be provided. Travel and substitute staffing reimbursements are available to eligible libraries. In addition, libraries that send a staff person for training and then offer one of the recommended classes are eligible for a \$150 incentive payment. For more information, please see the Digital Literacy Training Reimbursement Policies page, <http://diglitny.org/index.php/reimbursement-policies> . Additional information about the project at <http://diglitny.org/>
2. **Fall Into Books:** Flyers for the 14th Annual Fall into Books Children’s & Teen Literature Conference on October 26 at the Holiday Inn at Kingston. Attendees are encouraged to register early to insure your choice of Book Discussion Groups, as this event is filling quickly. Early Bird reduced price registrations must be postmarked by July 31.
3. **Information Infrastructure Summit:** This fall the 3R’s (Reference and Research Library Resources Systems – including SENYLRC) are spearheading a statewide discussion surrounding the development of a statewide infrastructure and to identify partnerships, pilots, projects, and services already in existence around the state. This could provide some information of relevance for us as well.
4. **Encouraging Positive Youth Behavior workshop:** On Thursday September 27 from 1-3pm MHLS will host a proactive workshop on encouraging and managing appropriate behavior in the library for different ages and stages of youth, presented by Nina Doyle, the Parent and Family Educator from Cornell Cooperative Extension. Please encourage your staff that work with youth to attend.
5. **New State Partner:** In addition to the ‘Together Book Club’ and \$-H, Summer Reading at New York Libraries has a new partnership with ‘Hunger Solutions New York’ a government funded program that enables qualified organizations, including public libraries, to serve free meals to children in low-income areas. Libraries in “high needs” areas can become a host or partner with an existing organization to provide meals and snacks to children throughout the summer. Find out if you qualify or can partner with an organization in your area at <http://www.summerreadingnys.org/librarians-educators/le-resources/>

Rebekkah Smith Aldrich, Coordinator for Library Growth & Sustainability

1. **Albany Update**
 - a. **2012 NYLA Legislative Priorities – Status Update:**

**MTA Payroll Tax:* This bill (S.6079 Martins/ A.8868 Abinanti) would add public libraries to list of entities exempt from MTA pay roll tax. *Status: Scheduled for Senate Floor Vote, Awaiting Assembly Action*

***Library Card Info Distributed to Students:** This bill (S.4174 Oppenheimer/A.8976 Reilly) would require school districts to disseminate informational materials about applications for public library cards to students if they are provided by their library. *Status: Reported and Committed to Finance 5/1/12, Scheduled for Assembly Floor Vote*

BOCES-Libraries Internet Partnerships: This bill (S.1573 Oppenheimer/A.464 Gunther) would authorize BOCES to contract with public libraries or library systems for internet services. *Status: Moved to Senate Floor 5/2/12, Referred to Assembly Education 1/4/12*

NYS Comprehensive Information System: The bill (S.3297 DeFrancisco/A.4997 Russell) would authorize the state library to coordinate the bulk purchase of electronic resources like databases for state agencies, libraries and other governmental entities that would save the state and local government's money. *Status: passed Senate 2/7/12, Amended and Recommitted to Assembly Libraries and Education Technology 2/16/12*

***Digital Literacy:** This bill (S.6479 Farley/A.9318 Reilly) would allow schools to offer instruction in digital literacy in grades k-12. Digital literacy entails the skills needed to use technology, the internet and information in the 21st century. *Status: Referred to Senate Education 2/14/12, Referred to Assembly Education 2/16/12*

Taxpayer Access to Publicly Funded Research: This bill (S.7046 Marcellino/A.9162 Hevesi) would require publicly funded research that has been submitted for publication in peer-reviewed journals to be made available online by the state agencies that underwrite such research. *Status: Referred to Senate Finance 4/25/12, Referred to Government Operations 1/31/12*

System Funding Flexibility Bills: Due to the complexity of this issue, the original bill (S.6479 Farley) has been divided into the following components. *Status: All three reported to Senate Education 5/2/12*

S.7237 Farley - in regard to consolidating aid programs.

S.7238 Farley - in regard to flexibility in light of reduced appropriations.

S.7239 Farley - in regard to eliminating the disincentive for system mergers.

**These are the bills that have the most hope of passage this legislative calendar (which wraps up at the end of June 2012).*

- b. **A request for a proclamation naming October as Digital Literacy Month has been submitted to the NYS legislature.**
- c. Thanks to a push from the Leadership and Management Section (LAMS) of the New York Library Association, NYLA leadership will be meeting with NYS Attorney General Schneiderman to discuss the **potential for an anti-trust suit against publishers regarding their treatment of public libraries when it comes to the sale of ebooks.**
 - i. In related news, check out the New Jersey Library Association's efforts on this front to educate patrons: <http://savemynlibrary.org/notenough ebooks> and those of the East Fishkill Community Library: <http://eflibrary.org/2012/03/06/libraries-and-ebooks/>
 - ii. BTW: LAMS has a good representation from MHLS members on their board: Pat Kaufman, Frank Rees, Gillian Thorpe and myself. We think it's a great section of NYLA for directors to join and we encourage you to do so if you haven't already! We've got some great programs planned for the NYLA Conference in Saratoga November 7-10 including Policy Handbook Bootcamp; Board Leadership Begins with You; Leadership on the Digital Frontier; I STILL Don't Want to Talk About it; Design on a Dime; and Librarians as Community Leaders.
- d. **Redistricting Maps for NYS Senate, Assembly and Congressional Districts were declared final** on May 19th for the 2012 election. Representation to the NYS legislature in the MHLS region will increase from 13 representatives to 15. Many libraries will have new legislators after the 2012 election. Be sure to tune in to who is running in your new district. We are working to map libraries into the new districts and will share that ASAP if your district is changing. If you can't wait, you can view the new district maps at <http://www.latfor.state.ny.us/maps/>
 - i. A good tip Merribeth has shared in the past is to gather the candidate publicity materials during the campaign leading up to Election Day. This will help give you (and us!) an edge when communicating with any legislators new to our area as it will help us understand what is most

important to them and how we can craft/frame our legislative priorities in ways that are most attractive to them.

2. **FOIL Policy:** Just a reminder that all municipal public libraries, school district public libraries and special district public libraries need to have a board approved Freedom of Information Law (FOIL) Policy. FOIL is intended to allow citizens to access the records of government and related entities. Check out pages 3-9 of **Your Right to Know:** <http://www.dos.state.ny.us/coog/pdfs/right2know.pdf> for FOIL details. (This document also has a great summary of Open Meetings Law!) **Association libraries are generally not subject to FOIL.** There are sample FOIL policies on our web site http://midhudson.org/department/member_information/library_policies.htm#FOIL

3. Building Your Base Projects

- a. **Building Your Base From the Inside Out:** We have confirmed **Sandra Nelson** will be working with MHLS staff on the new LSTA project. Sandra is a recognized national-level leader for libraries and is the author of the *“For Results”* series of books and workshops from the American Library Association. This project is designed specifically for directors and is a great opportunity to build your advocacy leadership skills. The program will consist of two in-person, full day workshops with Sandra as well as an online learning component/environment in between the two workshops with the goal of helping you enhance or build the necessary leadership skills to *build your base of support in your community, motivate internal library stakeholders, and help boards lead the charge to secure sustainable funding for your library.* **You will want to reserve these two dates for the workshops and carve out time to participate in the program this fall: September 12 & November 16.**
- b. *You asked for it, you got it!* **Starting the week of September 10th we will launch a second cohort of the Building Your Base Online Project’s “10 Things” self-directed online learning series.** Participants in the first round of this training estimated they spent 1-3 hours a week on the program. Registration will be limited so if you or your staff is interested please encourage them to register early. Some directors participated along with their staff and said it was a great team building experience. In the first series:
 - **100% of participants felt the 10-week program was worth their time**
 - **89% knew less than half of the content presented;** 28% reported knowing less than a quarter of the content presented

Comments from participants:

- i. ***I absolutely loved this class. It was enough motivation to force me to carry through with the lessons. The breadth of options was amazing. My colleague and I had a totally different, but equally valuable experience. One of the best workshops to come out of MHLS.***
- ii. ***This was such a great learning experience! It was an excellent push to get over any hurdles keeping me from exploring new technology. I miss having a new unit to study each week, but I feel that 10 weeks was a good length for this program. Also, the price was right!***
- iii. ***This was a great experience. I was able to expand my horizons in terms of learning new skills and so much more. I now have a deeper connection to the Mid-Hudson Library System as a result of my participation in 10 Things.***
- iv. ***This was by far the best workshop I've ever participated in through MHLS.***

4. **Summer Intern:** Liz Anastasi, formerly on staff at the Grinnell Library in Wappingers Falls, a recent MLS graduate from the University at Albany and an intern at the New York Library Association will be working with us over the summer as an intern. Liz will be attending some meetings to get a better sense of “life at a public library system” so please give her a warm welcome when you meet her.

5. Upcoming Workshops

- a. Trustee Essential Roles & Responsibilities: June 6@Roeliff Jansen Community Library; June 8 @MHLS; June 16 @Saugerties; June 28 @Patterson
- b. Fundraising Idea Exchange / Friends Support Group: Thursday, June 14 from 4:30 – 6:30pm @MHLS
- c. Construction Grant Workshop: Wednesday, June 20 from 10:00am – 12:00pm @MHLS

- d. Back to Basics:
 - i. PR Essentials – Top 10 Mistakes to Avoid: Friday, June 29 from 10:00am – 12:00pm @MHLS
 - ii. Newsletters & Annual Reports to the Community: Friday, July 13 from 10:00am – 12:00pm @MHLS
 - iii. Marketing Your Collection: Books & Beyond: Friday, July 20 from 10:00am – 12:00pm @MHLS

Robert Drake, Information Technology Coordinator

1. **Offsite Transition Update:** The offsite transition is continuing on schedule. Please remember to send either myself or Eric McCarthy contact information for any databases your library owns that are not authenticated through the WAM table.
2. **E-Rate Training:** MHLS has worked with the Division of Library Development and E-Rate Central to schedule a Director Training in preparation for the next E-Rate funding year. This is an opportunity for libraries, especially those who have not gone through the E-Rate process, to better understand what is necessary to receive this grant funding. The actual date is being finalized but is likely to be the week of October 22nd. Additional information, including any necessary documentation to collect in preparation for this training, will be forthcoming.
3. **SAM Command PC Action Memo:** SAM libraries who have shown an interest in converting to the SAM Command PC either have or will shortly receive an Action Memo to confirm their intent to go forward at the price provided by Comprise. As soon as all responses are received, implementation will go forward.

Eric McCarthy, Automation Coordinator

1. **Patrons purges:** Since the last DA meeting, we have gotten rid of some of our expired patrons although we still have 51,507 patrons in the database expired since 12/31/2008 and of that number 31,003 owe less than ten dollars. Please let me know if you would like to purge any of your patrons owing less than ten dollars.
2. **VIPs and Local Holds:** keep in mind that VIP is a global patron type and therefore if you would like your VIPs to be able to make local holds, you would be allowing local holds to be triggered across the system. This is further complicated because some libraries do not use the VIP ptype and the system will assign loan rule 1 (non-circulating) or a generic loan rule associated with that item instead of a loan rule designed specifically for the item.
3. **Local Holds and place of pick-up:** Local Holds will trigger when your patron uses a pick-up location that is not the library the hold was intended. Like the issue with VIPs, this is complicated because the pick-up library may not have set any rules for the Local Hold itype.
4. **Dates for patron data entry training are set:** 12, 13, 16, 19, and 25 July.