

MID-HUDSON LIBRARY SYSTEM
System Services Advisory Committee Meeting

Date: 6/30/2015

Location: MHLS

Committee members attending:

- | | |
|------------------------------|--|
| ✓ Julie DeLisle (Columbia) | ✓ Debra Kamecke (Greene) |
| ✓ Karen Garafalo (Columbia) | ✓ Frank Rees (Ulster) |
| ✓ Gloria Goverman (Dutchess) | <input type="checkbox"/> Patti Haar (Putnam) |
| ✓ Carol Rodriguez (Dutchess) | <input type="checkbox"/> Gillian Thorpe (Putnam) |
| ✓ Linda Deubert (Greene) | <input type="checkbox"/> Julie Dempsey (Ulster) |

Staff Attending: Tom Sloan, Merribeth Advocate

Other: Tom Lawrence

Action Items:

- 1) Proposed timeline for 2017 Member Assessment Table & eResources
MHLS will report in March 2016 on issues regarding 2017 funding & services; the SSAC will decide in May 2016 on recommended funding model & services for the 2017 Member Assessment; and the SSAC will present to the DA their recommendation on 2017 Member Assessment at the DA meeting in June 2016.
- 2) Member Libraries Capital Fund
Updated Capital Fund Balances as of May 2015 reviewed. Discussion on how best to report these to the DA, and the MHLS Board, whether as a single consolidated amount, or in more detail. Present format to remain. Annual consideration of this recommended, and on completion of annual audit, a report to be presented to the DA. C. Rodriguez moves to put balance of uncollected funds toward migration, F. Rees seconds. Vote passes.
- 3) Plans for DA meetings
 - a) Table Talk: Central Library Cmte suggested OverDrive as topic for July meeting. Various aspects could include: increasing patron use, funding, increased cost of titles, where title requests are routed, how they are purchased, etc. Packet of info will be assembled and sent out as part of regular DA packet.
 - b) Tweet Out: September: comments should fit within shorter time frame of 30 seconds.
- 4) Professional Development Grant
Robert's Rules for Rescinding or Amending Previous Motion discussed due to Ulster Library Cty Assoc. requesting to re-present the resolution for the Incentive Grant which was voted down at the June DA meeting. SSAC discussion included what precedent would be set by a re-vote and recognition that the DA frequently has votes where some people aren't present and where people learn more about an issue after a vote. Also discussed was the importance of directors taking the time to learn about an issue prior to a vote and the impact of rescinding a vote as a matter of trust between members. Post meeting communications suggested the UCLA revisit their concerns at their next meeting (July 16) and the SCA continue their conversation of the issue at their next meeting (Sept 2).
- 5) Delivery Services
The cost of delivery will increase by \$41,210, ~12% increase, payable over two fiscal years. Our current vendor, Hudson River Transport was the only bidder. The last contract we had negotiated with HRT was signed in 2011. The contract starts on 7/1/2015.

Current routes are not entirely based on ILL volume, and the multiple stops per week to some libraries appear to be redundant. Any changes made would affect the routing table in III, as well as the current intricate web of

routes. K. Garafalo suggests reduction in total number of stops, with consideration given to number of days open. T. Lawrence suggests each library receiving service on the days they are open. MHLS to develop data considering the following changes: limiting deliveries (Saturday service was a sticking point for other vendors, because of the difficulty they face in hiring Saturday workers); reducing/reallocating the number of stops, preferring a reduction in total number of stops, while considering each library's ILL volume and the numbers of days open, and to provide this data in September. (The new contract allows for the system to make such changes.)

6) MHLS Alerts Listserv

This list is used to relay information from MHLS on system wide issues to all member libraries, e.g. Sierra outages. In addition, this info will be posted on the MHLS website. Tech Support maintains the subscription list.

7) SSAC Officers, running through 2015:

Chair (serves as DA Chair)—Carol Rodriguez

1st Vice Chair (serves as SSAC Chair)—Linda Deubert

2nd Vice Chair (fills in for Chair, in lieu of 1st Vice Chair, takes minutes in absence of the Secretary)—Julie DeLisle

Secretary (takes minutes of DA meetings)—Gloria Goverman

Assistant Secretary (takes minutes of SSAC meetings)—Karen Garafalo

Board Liaison: July/Rees, Sept/ Rees, Oct (Annual Meeting)/Rodriguez, Dec/ Rees

K. Garafalo moves to adjourn, G. Goverman seconds. Meeting adjourns at 12:10.