

MID-HUDSON LIBRARY SYSTEM
System Services Advisory Committee Meeting

Date: July 12, 2016

Location: MHLS Auditorium

Committee members attending:

X Thea Schoep (Columbia)	X Patti Haar (Putnam)
Julie DeLisle (Columbia)	X Gina Loprinzo (Putnam)
X Carol Rodriguez (Dutchess)	X Julie Dempsey (Ulster)
Gloria Goverman (Dutchess) no	X Frank Rees (Ulster)
X Linda Deubert (Greene)	
Debra Kamecke (Greene)	

MHLS Staff Attending: Tom Sloan, Merribeth Advocate, Robert Drake

1. Action Items

A. DA Meetings

The following MHLS Event Cancellation policy change was approved unanimously: MHLS sponsored system wide events will be canceled up to 24 hours prior to the event if a Winter Storm Advisory/Watch/Warning or Blizzard Warning is issued by the National Weather Service <http://www.weather.gov/> which includes: (1) the date/time of the event, and (2) any two of the five counties or an area equal to or greater than two of the five counties in the MHLS service region.

B. Funding Encore for 2017-2019

The proposal to use the following 2014-2016 percentages for 2017-2019 was approved unanimously. Since there is no change to the funding model, it does not require a vote by the Director's Association.

- a. Central Library Development Fund @ 50%
- b. Member's Capital Fund @ 35%
- c. MHLS General Operating Fund @ 15%

C. MHLS 2016 Budget Proposal –

- a. Unassigned Funds - Proposal for MHLS to Purchase and Install One (1) NEW Aerohive Router at 66 Member Library Locations (attached)
 - i. 2016 Phase One – 22 Libraries with Time Warner ISP Services (22 X \$700 = \$15,400)
 - ii. 2017 Phase Two – 44 Libraries (44 X \$700 = \$30,800)

A discussion ensued. Robert explained that increases in speed are coming with the Time Warner merger but that won't help with wireless speed within a library building, but Aerohive routers can. These routers also enable a wireless user agreement and wireless count, providing much better statistics. We can get a much better bulk purchase price by using these MHLS funds. The routers last only 5 years but there is free replacement within that time. If we buy X we get Y free. Every library eventually gets one. Robert is tracking everyone's broad band. MHLS plan of service is to get more involved in broad band service. Carol mentioned how vitally important this is to library service and MHLS in a much better place to negotiate. Accurate statistics are not

available from non Aerohive libraries. Indications for future funding from the state is positive, however, there was a discussion that this should not take away from eBook funding.

The SSAC recommended using unassigned funds for 2016, and budgeting for 2017 and 2018 (over a 3 year period rather than a 2 year period) - after ensuring that there is enough funding for eBooks, based on Central Library recommendations. The committee voted unanimously to make this an action item for the September D/A meeting.

2. Review Items

New Delivery Schedule Effective 7/1/2016 <http://midhudson.org/topics/resource-sharing/delivery/>

The discussion was the delivery is going well but smaller libraries are feeling an effect on how to staff. Everyone agreed that Tom Finigan and his department did a lot of work to make this go smoothly.

3. Discussion Items

- A. Report on 2015 MHLS Board Surveys of Library Directors and Board Presidents. MHLS reported on the following and stated that MHLS determined that surveys need follow up. MHLS trying to come up with concrete actions regarding concerns. The SSAC agreed that follow up is a very good idea.

Actions to Address 3 Service Areas Identified as “Needs Improvement”

- a. Youth Services
 - i. Report by Merribeth on findings from meetings with Dutchess and Ulster library directors.
 - b. III Software/Functions
 - i. Enhanced Services Available via Software/App Options
 - a) Library Elf Recommendation to MHLS Board & Implementation Plan
 - c. Internet Service Provider (ISP)/Network Services
 - i. MHLS will explore with Member Libraries an Aerohive Router project to improve router services including access and management of statistics. – See agenda item 2.A above.
- B. SSAC Meetings
- 2016 Meeting Schedule
- a. The September meeting will be decided by a Doodle Poll

4. Adjourn

Respectfully Submitted by Linda Deubert