

MID-HUDSON LIBRARY SYSTEM
System Services Advisory Committee Meeting

Date: 3/4/2016

Location: Poughkeepsie Public Library

Committee members attending:

- Karen Garafalo (Columbia)
- Julie DeLisle (Columbia)
- Carol Fortier (Dutchess)
- Gloria Goverman (Dutchess)
- Debra Kamecke (Greene)
- Linda Deubert (Greene)

- Gina Loprinzo (Putnam)
- Patti Haar (Putnam)
- Frank Rees (Ulster)
- Julie Dempsey (Ulster)
- Tom Sloan (MHLS)

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Staff Attending: Merribeth Advocate (MHLS), Linda Vittone (MHLS), Tom Lawrence (PPLD)

Others Attending: Erica Freudenberger (Red Hook), Jake Widrick (D.R. Evarts/Athens) representing Greene County

Discussion Items:

- **2016 SSAC/DA Officers**
- Chair (serves as DA Chair) **Carol Fortier**

- 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 Kelsall-Dempsey**
- Secretary (takes minutes of DA meetings) - **Gloria Goverman**
- Assistant Secretary (takes minutes of SSAC meetings) - **Julie DeLisle**
- Thea Schoep (Claverack) will take Karen A. Garafalo's seat on the SSAC committee, representing Columbia County,
- Board Liaison:
 - January 23 (Saturday) *January 26 (Tuesday) • Board Meeting 10 A.M. @ MHLS – Gloria
 - March 19 (Saturday) *March 22 (Tuesday) • Board Meeting 10 A.M. @ • MHLS New Board Member Orientation & Luncheon (two hours) @ MHLS following Board Meeting - Julie K
 - May 11 (Wednesday) • Board Meeting 10 A.M. @ Kent Public Library - Linda/Patti will be emailed in case they want to switch
 - July 13 (Wednesday) • Board Meeting 10 A.M. @ MHLS • Board/Staff Luncheon & Meeting (two hours) @ MHLS following Board meeting - Carol
 - September 14 (Wednesday) • Board Meeting 10 A.M. @ Mountain Top Library – Patti/Linda
 - October 14 (Friday) • Annual Membership Meeting 10 – 11:45 A.M. @ t/b/a • Board Meeting 12 – 1:00 P.M. @ t/b/a - Gina
 - December 10 (Saturday) *December 13 (Tuesday) • Board Meeting 10 AM. @ MHLS – Debra

1. MHLS Staff serving as Vice-Chairs of DA Committees

There was discussion of whether the MHLS staff should instead be called liaisons, or consultants, rather than vice-chairs. Tom L. provided background history. Decision made to re-visit committees after survey is complete.

2. Member Assessment Fees

Tom S. reports our plan of service takes us through end of 2016. Tom L. asks what will result if more funds are received, Tom S. answers there can be an unassigned amount of funds.

3. Plans for DA Meetings

The committee opts for one meeting per month except January & August, no snow date.

- Tuesday, April 5—Consensus to leave mtg date as is despite PLA Conference conflict.
- Topic for Table Talk—Erika suggests having a “Spotlight” feature at DA mtgs, in which people take 5-10 minutes to share great things going on at their libraries. We will have Spotlights at every third meeting, beginning with April 5.
- Thursday, May 5 - Tweet Out
- Thursday, June 2 – Spotlight
- Tuesday, July 12 - Tweet Out
- Wednesday, September 7 – Table Talk
- Thursday, October 6 - Spotlight
- Wednesday, November 9 – Table Talk
- Friday, December 2 – Holiday Luncheon

2017 DA Meetings: January, no meeting; February DA Meeting to be scheduled @ 1:00 pm

4. Delivery Services

Tom S. reports on RFP responses for delivery services. Discussion results were to recommend delivery services should be reduced to 5 days a week, to keep costs down. All bids for continuing the current 6 day delivery service were at rates higher than the current contracted amount. Based on the bids, reputation, and viability of vendor, MHLS should proceed with contract negotiations with ALD.

If negotiations with ALD are not successful, MHLS should proceed with negotiations with Hudson River Transport for 5 day delivery services.