

Consultant Reports
Directors Association Meeting - December 2011

Merribeth Advocate, Outreach & Education Coordinator

1. **Meeting Minimum Standards:** A reminder to add to your February or March Board meeting agenda the review and acceptance of the library annual report. Be aware that in your annual reports, among other things, your board is assuring the state that :
 - your library operated under its plan of service in accordance with the provisions of Education Law and the Regulations of the Commissioner
 - your library complies with the state minimum standards including:
 - Presents an annual report to the community.
 - Has board-approved written policies.
 - Presents an annual written budget to appropriate funding agencies.
 - Periodically evaluates the effectiveness of the collection and services in meeting community needs.

With more attention coming from citizens about library policy and other accountability issues, it is important that library boards are legitimately able to say 'yes' to each of these elements.

2. **OverDrive Tech Info:** eBook and audiobook checkouts from the library are at an all-time high, yet the data demonstrates that users are enjoying the service and asking for little, if any, assistance throughout the process. Support cases that have to be referred to OverDrive have decreased dramatically as a percentage of overall checkouts – nationally only 3 per 1000 checkouts. In addition, the new OverDrive users who have Kindles are finding the borrowing process works quite smoothly.
3. **IMLS Voices of HV Grant:** SENYLRC and the 'Sound and Story Project of the Hudson Valley' (which includes Eileen McAdam, previous director of a MHLS member library) received a National Leadership Grant from the Institute of Museum and Library Services to transport Hudson Valley voices from the past into the present with a new project titled "Voices of the Hudson Valley: Bringing New Technology to Old Stories for 21st Century Audiences." These oral history interviews will be added to SENYLRC's Hudson River Valley Heritage (www.hrvh.org), a digital repository service encompassing more than 25,000 digitized documents, photographs and newspapers contributed by libraries and cultural heritage organizations in the region, including several from MHLS: Chatham Public Library, Greene County Libraries Association, Elting Memorial Library Haviland-Heidgerd Historical Collection, Howland Public Library, Hudson Area Association Library, Marlboro Free Library, Millbrook Free Library, Stone Ridge Library, Woodstock Public Library and now also Saugerties Public Library. For more information about the Sound and Story Project of the Hudson Valley, visit www.soundandstory.org
4. **Early Literacy Workshops:** Library directors will want to encourage their youth services staff to attend the workshop being offered in February where they can join an experienced children's librarian for an interactive session that will demonstrate ways to incorporate early literacy practices into your story times for infants, toddlers and preschoolers and their caregivers. The workshops will be held in the MHLS Auditorium and presented by Beth Zambito, Poughkeepsie Public Library District Head of Youth Services.
 - Monday, February 6 from 1-3pm (snowdate if needed is 2/8)
 - Wednesday February 15 from 10am-1pm (snowdate if needed is 2/22)

Rebekkah Smith Aldrich, Coordinator for Library Growth & Sustainability

1. Tax Cap Update:

- If you have ever had a public vote on any portion of your budget and you have not received your log-in information from the Office of the State Comptroller please call 518.473.0006 and request your login and password.
- Please file your 2012 Property Tax Cap (PTC) form “as soon as possible.” The PTC form is an electronic document available through a limited-access Internet site that you will utilize to retrieve the blank 2012 PTC form for your library, input the data elements necessary to calculate your levy limit.
- For libraries that have never had a public vote on any portion of their budget, you are not required to fill out this form.
- Basic information about the Tax Cap is included in the next edition of *Across the Board*, the MHLS newsletter for member library trustees. This is sent via email.

2. We're going paperless this year with the **Member Information Contact Information Update**.

This is an annual request for you to update contact information for your library, your board, your Friends and yourself with MHLS. Your hours, address and phone number are in the public catalog so you'll want to make sure we have accurate information for your library. Watch for an email directly to your email the week of December 5th.

3. **2012 Legislative Priorities:** At the NYLA Council meeting at conference we confirmed the Legislative Committee's recommendations for legislative priorities for the coming session. Of interest to your libraries:

- **#1: Library Aid:** See restoration to 2010 levels of \$84.45 million (or at very least maintain the \$79 million level from this year.)
- **Library Card Info Distributed to Students:** A bill that would require school districts to disseminate informational materials about applications for public library cards to students if they are provided by their library. This one passed the Assembly this year, but didn't make it through committee in the Senate Rules committee before the end of session.
- **Expand Eligibility for EPE Funding to Include Libraries:** This bill (S.4100 Farley/A.6385 Reilly) would expand eligibility to receive Employment Preparation Education (EPE) funds to include libraries. There is currently \$96 million in EPE funding available. This bill passed the Senate this year, but not the Assembly.
- **Library Elections:** NYLA is drafting a bill that would clarify that library elections are covered by Election Law.
- **MTA Payroll Tax:** This is the reintroduction of a bill that would add public libraries to the list of entities exempt from MTA payroll tax. This impacts member libraries in Dutchess and Putnam counties. A recent survey of these libraries indicates that MHLS libraries pay anywhere from 9%-60% of their Local Library Services Aid (LLSA) back to the state in the form of this tax.

4. SAVE THE DATES:

- **SNAPSHOT NY:** February 12-25, 2012
“What’s life like on a typical day at your library? Wouldn’t you like to document just how busy and essential your library is *with statistics, pictures, videos and user comments*? Then join New York’s libraries and participate in **SNAPSHOTNY: A Day in the Life of a Library** by collecting statistics, comments, and photographs/videos from **one day** to provide tangible proof that libraries consistently provide invaluable services to our communities.”
- **NYLA Library Advocacy Day:** Tuesday, March 6th, 2012
“**Library advocates can visit one-on-one** with their legislators in their Albany offices to inform them of NYLA’s State Budget Priorities for the year.”

5. What’s your position on the privatization of libraries? This is a current topic of conversation at the NYLA Legislative Committee and I’d like to hear your thoughts, please email or call me:

rsmith@midhudson.org; x239. If you are not familiar with this topic, check out:

- ALA’s *A Checklist for Communities Considering Privatization of Public Libraries* <http://bit.ly/rKrTM5> and
- Recent bill signed into law in California regarding the privatization of libraries: <http://bit.ly/rEsExb>

6. Registration is Now Open for “10 Things”: Building Your Base Online (BYBO) Self-Directed Online Learning Series (January – March 2012). Just a reminder that this series has been given the “HIGH PRIORITY” designation by the MHLS Continuing Education / Professional Development Advisory Committee. This is a free, fun and easy, online learning opportunity that will help you and your staff keep up (and catch up!) with many of the web-based services and networking tools that abound online today. The 10-week program will start the week of **January 23rd, 2012**. Register online at <http://calendar.midhudson.org> We will offer CE credit through this program and raffle off an iPad 2 amongst those that finish all 10 weeks! [Please note: seats are limited for this opportunity so please register yourselves and your staff now if you are interested.]

Laurie Shedrick: Automated Systems Manager

1. **Millennium Upgrade:** The upgrade to Millennium Release 2011 will be completed in the early morning hours of 2011.
2. **SAM Upgrade:** Only a few libraries have upgraded. So far the results have been mixed. We are slowly moving forward with upgrading libraries, so don't feel left out!
3. **Days Closed:** This is the last year that MHLS will enter your days closed in the Millennium circulation system. Resource sharing has decided that this task will be left to the libraries to manage for themselves. The process is not difficult, but you must be careful to edit only your own entries. You should review your days closed from time to time to ensure that they are not only entered correctly, but that they are also still as you left them.
4. **Millennium Upgrade to 2011-**We are planning to upgrade the Millennium server very early on Tuesday December 6th. Staff should consult the Millennium list via email before logging in. More specific information will be posted to the list prior to the upgrade and we will post progress reports as we move through the process. Success with getting each and every library back up and running depends very much on each library remaining off the system until the appropriate time.
5. **Leaving MHLS:** As you may have heard, I am leaving MHLS. Hopefully, my position will be filled quickly, but in the transition period, other staff here will do their best to learn the critical processes in Millennium and SAM. Please be patient and kind to them as they are learning these things quickly and in addition to the work they are already tasked with.

It truly has been a pleasure working with each and every one of you!

MHLS Committee Membership 2012

	Columbia	Dutchess	Greene	Putnam	Ulster
Director's Association Steering Committee	Carol Briggs '12	Tom Lawrence '12	Linda Deubert '12	Frank Rees '13	Jim Cosgrove '13
Central Library / Collection Development Advisory Committee	Sally Alderdice '13	Julie Spann '15 Gloria Goverman '13	Sue Ray '15	Kathleen McLaughlin '15	Margie Menard '13 John Giralico '15
Continuing Education / Professional Development Advisory Committee	Vicki Kurashige '13	Erica Freudenberger '15 Nancy Rogers '13	Candace Begley '15	Maria Steinberg '13	Sukrit Goswami '15 Tracy Priest '13
Marketing Advisory Committee	Jeanne Bogino '15	Scott Jarzombek '15 Lorraine Rothman '13	Barbara Flach '13	Gillian Thorpe '13	Jody Ford '15 Kara Lustiber '13
Resource Sharing Advisory Committee	Luisa Sabin-Kildiss '13	Daniela Pulice '15 Carol Rodriguez '13	Bonnie Snyder '15	Jeanne Buck '13	Julie Dempsey '15 Kelly Tomaseski '13