

Consultant Reports
MHLS Director's Association
Meeting of Monday, June 3, 2013

Merribeth Advocate, Assistant Director

1. OverDrive:

- a. Ordering Titles: If your library would like to order directly from OverDrive with your own funds, let me know and I will set you up with an access account. With the improved backend the ordering is very easy – similar to an online bookstore. Note that the bills will be sent directly to you (and they arrive fast!) and there are no returns.

- b. Statistics: Monthly statistics for each library New Patrons, eBook Checkouts and Audiobook Checkouts are available at <http://midhudson.org/collection/overdrive.htm#statistics>. Note that the tabs at the bottom of the page get you to each section.

	Jan 2013 eBook checkouts	Feb 2013 eBook checkouts	Mar 2013 eBook checkouts	Apr 2013 eBook checkouts	2013 total eBook checkouts to date (Jan-Apr)	2012 Annual total eBook checkouts	2011 Annual total eBook checkouts	2010 Annual total eBook checkouts
Adirance Memorial Library	189	123	383	180	675	1,683	584	28
Alice Curtis Desmond/Fish Library	103	84	77	70	334	640	181	8
Amenia Free Library	27	22	38	20	107	87	14	0
Arlington Branch of BPLD	443	386	370	346	1,545	1,434	1,230	50
Julia L. Butterfield Mem. Library	114	104	98	97	413	958	259	5
Kent Public Library	216	163	175	160	714	1,368	514	17
Kinderhook Memorial Library	164	159	130	171	624	1,165	247	17

2. **Literacy Grants Approved:** for the program years 2013-2016 both of the MHLS applications for NYS Literacy Library Services Grant Program have been approved:
 - a. Family Literacy Grant: to provide family literacy services to children and their parents or caregivers. **This will fund the MHLS Summer Reading mini-grant program for the next 3 summers.** Funds will be mini-granted to member libraries for programs collaboratively-planned with schools that will increase the number of children and families involved in local summer reading programs AND foster school/library partnerships in support of “Summer Reading at New York Libraries”.
 - b. Adult Literacy Grant: to develop and expand adult literacy programs which will enhance workforce development services in public libraries, improve adult literacy on the job and in the home. Funds are being sub-granted to member libraries previously identified as having strong existing relationships with literacy providers **and** related infrastructure components (such as a Public Computing Center in the library; a literacy office in the library; the library is in a designated Literacy Zone). **Grant recipients will participate in training for member libraries about the provision of adult literacy services in public libraries.**
 - c. We will know the final grant amounts for 2013-2014 once the 2013-2014 Library Aid Charts are approved. The 2013-2016 grant program cycle will run from July 1, 2013 through June 30, 2016 with funds provided annually. Actual appropriations available for 2014-2015 and 2015-2016 will be determined in the State budget, which is scheduled for adoption by April 1 of each year.
3. **Advisory Committee Rotations:** A reminder that half of the members in each of the 4 current advisory committees (Central Library / Collection Development; Continuing Education / Professional Development; Marketing; Resource Sharing) have a term ending December 2013, and your county directors association should have this in mind. The full list of committee members and terms is attached.
4. **Professional Development Requirements:** The MHLS Continuing Education / Professional Development Committee asked me to remind you of the potential role of the library director in helping staff meet professional development requirements:
 - a. Why? Because public librarian professional certificates issued as of January 1, 2010 only remain valid when 60 hours of professional development are completed every five-year period.
 - b. How is might the Library Director be involved? Approved programs from accepted providers include formal classes or courses, workshops, seminars, lectures, institutes, webinars, e-courses, library conference programs, or other relevant programs. Curriculum that is **pre-approved by the employing library** can also fulfill the professional development requirement. Certificates or transcripts showing successful completion of courses are acceptable forms of documentation, **as are letters from a supervisor** indicating completion of a program or project.
 - c. Full details at <http://www.nysl.nysed.gov/libdev/cert/conted.htm>

5. **NOVELny Database Changes:** Offerings beginning July 1, 2013 – June 30, 2013 are attached.

Rebekkah Smith Aldrich, Coordinator for Library Sustainability

1. At the same time as the DA meeting the NYLA Legislative Committee will be meeting with the **NYS Division of Budget**. This is one of the most important meetings of the year for the Committee as it helps set the tone for the Governor's decision about library aid in the next budget cycle which starts in January 2014. His proposal in January is our starting point for advocacy efforts. In the past two years the Governor has kept library aid level from the previous year which allowed advocacy efforts to focus on further restoration rather than making up ground gained in the previous year, we're hoping for at least the same if not an increase to begin with from the Governor.
2. Just a reminder that there are many **photo opportunities during your Summer Reading Program for state legislators** and other municipal leaders that may have decision making authority/influence over your funding. Please reach out and invite them in!
3. **Office of General Services (OGS) Procurement Services:** For those of you who were inspired to learn more about OGS after seeing the new state contract pricing for office supplies, here is the link to the Procurement Services portal: <http://ogs.ny.gov/BU/PC/BuyerInfo.asp> where you will find the **"Application for Eligibility to Use Centralized State Contracts."** All public libraries are eligible to purchase items on state contract.
4. **LibraryAware:** Fifty-six (56) libraries have activated their accounts. Fifty-three (53) libraries attended a hands-on training. If you missed the hands-on training or the webinars held in May you can register for LibraryAware webinars directly from EBSCO through the LibraryAware product. You can find all LibraryAware info at <http://midhudson.org/libraryaware.htm>. I have also included the instructions below to check out a calendar of events and to register for a webinar:
 1. Log in to your LibraryAware account
 2. Choose Help at the top, right of the screen
 3. Under Getting Started choose LibraryAware Training

We will plan a LibraryAware Users Group for the Fall to discuss best practices and share tips and tricks! Please feel free to contact Kerstin, x250 or kcruger@midhudson.org, with any questions, she has become a LibraryAware guru! She made a number of product "enhancement" suggestions to LibraryAware during/after our hands-on training sessions and the company is already acting on some of them.

5. Construction Grants:

- a. By the time of the DA meeting there should be notification to those libraries granted funds through the 2012-2013 cycle. State legislators will have the first opportunity to announce the grant awards, then the State Library will let you know when you can "go public" with the news. DLD has reported that the Dormitory Authority (DASNY) did not change any of the recommended award amounts so the amounts shared with you in the last quarter of 2012 should be the same as your award amounts.
 - b. Those libraries planning to apply in the upcoming cycle (2013-2014) will want to attend the upcoming **Construction Grant Technical Assistance Workshop planned for Thursday, June 20th from 10:00am-12:00pm in the MHLS Auditorium**. This workshop is designed to help those applying this year, if you have never applied before, or have not applied through the online application process before, please consider this workshop mandatory, you'll thank me later!
6. **Post-Vote Survey:** After your budget vote please expect to see an email from me asking four easy questions about your vote related to the outcome and the tax cap. This data helps us spot trends and is useful for planning. Thanks for your help! As always, if you are looking for help to strategize "get out the vote" efforts for an upcoming vote, I'm here to help.

7. More Upcoming Workshops

- a. **Trustee Essentials Workshops:** Trustees report that the #1 way they learn about trustee education opportunities is from their director. Please help your new and “newish” trustees connect with a good opportunity to get off to a good start with four upcoming Trustee Essentials workshops being held in multiple locations around the System:
 - i. Saturday, June 15th @Kingston Library (AM)
 - ii. Tuesday, June 18th @Beekman (PM)
 - iii. Wednesday, June 19th @Hillsdale (PM)
 - iv. Friday, June 21 @MHLS (AM)
- b. **Programs for Adults: What’s Hot and What’s Not!**, Friday, July 12th from 10:00am-12:00pm in the MHLS Auditorium. This is a roundtable discussion for those involved in planning and promoting programming for adults in your community to share program ideas, to discuss what is working and what’s not!
- c. **Friends Support Group: Fundraising Idea Exchange**, Wednesday, July 17th from 4:30-6:30pm. This is a popular annual event for Friends and others at your library involved with fundraising to share ideas, tips and tricks to optimize fundraising to support your library.
- d. ***Save the Date for a new addition to the MHLS PR Essential Series***
PR Essentials: Online Reputation Management, Wednesday, July 31st from 10:00am-12:00pm in the MHLS Auditorium

Robert Drake, Information Technology Coordinator

1. **Changing Email Contacts:** If you or your staff are changing email address please notify contacts@midhudson.org. In the future this process may be run through a web form, however for the time being please use this email to best assist us in making sure your contact information is modified everywhere it needs to be. Specifically, we will be using this as a central point of contact whenever email address information needs to be changed:
 1. On a Listserv
 2. On a MHLS-Managed Member Website
 3. On Midhudson’s county distribution groups
 4. On Midhudson’s committee distribution groups
 5. Midhudson’s website for committees and other groups
 6. As the recipient of Sierra bounce notice messages
 7. As the recipient of the MHLS Bulletin
 8. As the recipient of teleform’s FTS emailsWhen contacting us with email address changes, please indicate your library, your old email address(es), and what items listed above you want changed including what, if any committees, you currently belong to. If you have any questions or follow up regarding changing contact information, Gerry Formby will be your immediate point of contact. (gformby@midhudson.org, x251)
2. **Managing Multiple Library Devices:** I’ve received a number of questions about purchasing/managing/support multiple library devices either used entirely by staff or lent out to members of the public. Some resources that may prove helpful:
 - a. **Kindles:** Amazon provides a free tool called Whispercast that allows for a number of centralized management options for Kindle devices including distribution of apps, ability to block content purchasing, and securing device registration. <https://whispercast.amazon.com/>
 - b. **Nooks:** Barnes & Nobles has a poorly documented service called “*Barnes & Noble Managed Program*”. This appears to allow libraries to request centralized management functionality via Barnes & Nobles “According to their terms, Barnes and Noble does all the work for the school by registering the devices, setting up their accounts as well as downloading their specific content (eBooks and accessories) to their digital lockers;” Specifics on this program appear to only be available by contacting Barnes & Noble directly requesting.
 - c. **Ipad:** The only resource I’ve found so far as Apple’s Volume Purchase Program which allows you to purchase apps in bulk. <http://www.apple.com/education/volume-purchase-program/>

Sierra

1. **Create Lists**

- Patron names are now exporting as expected.
- Using the barcode prefix is providing unreliable results, or no results. If the same search is preformed using the location field in an item record or the home library field in a patron record, it should return results quicker and not crash returning no results. In June, we are expecting the latest upgrade of Sierra (1.1.1) with improvements to Create Lists.

2. **Last Check In Time in Item Records:** The field in an item record LCHKIN now includes the time as well as the date.

3. **Sierra Users Group:** The Sierra Users Group meeting on May 9 was well attended and several issues were raised regarding Sierra. I will be brining the issues raised at the Users Group to the Resource Sharing Committee where adjustments can be made to the ILS including keyword and title searching results; other issues are being addressed to Innovative including:

- Brief bibliographic display in results screen is inadequate and should be customizable.
- In transit message in bottom bar of an item record should contain to and from information.
- Clear Holdshelf not behaving as expected.
- Limit search button not working as expected.

Meetings will be held at least three times per year, the next meeting is TBA.

4. **Book Jackets in Sierra Desktop App:** It was my understanding that book jackets could be “turned off” throughout Sierra however book jackets can only be removed from the full bibliographic display. I’ve been told that the ability to display or not display book jackets throughout Sierra is an enhancement that is coming.

5. **Hold Shelf Problems:** For libraries that have saved their notice jobs, we have noticed unexpected results with our hold pick up jobs. This is something that Innovative is aware of but your circulation department should be monitoring activity and reporting failed email or TNS notices. I have not heard any library having problems with failed notices when jobs are created new each time.

Cataloging Department: The cataloging department appreciates your patience for the delay in creating full bibliographic records. Tara Stohr is assisting us with brief bibliographic records and we have completed the interview process for the part-time cataloging specialist position. We expect to have someone in that position no later than the middle of June.

NYS Library Changes in NOVELny Offerings beginning July 1, 2013 – June 30, 2014



Access these databases and more through your county **HOMEACCESS** page at <http://midhudson.org/databases/>

No Longer Offering		Primary Search (EBSCO) which includes Kids Search and Searchasaurus.
		Twayne's Author Series (GALE Cengage)
Added	Elementary Grade Level Periodicals	eLibrary Elementary (ProQuest): Contains over 140 magazines and books for elementary students. Also includes the American Heritage Dictionary.
		Kids InfoBits (Gale Cengage Learning): Contains over 100 age-appropriate magazines for grades K-5. Also includes Merriam-Webster's Elementary Dictionary, maps, flags, seals, charts and graphs.
	Newspapers	Gannett Newsstand Complete (ProQuest): Contains over 85 Gannett newspapers, 6 of which are New York newspapers. These include the Ithaca Journal, Poughkeepsie Journal, Rochester Democrat and Chronicle, Journal News (White Plains), Press and Sun-Bulletin (Binghamton) and Star-Gazette (Elmira).
Staying the Same as Last Year	Newspapers	InfoTrac Newsstand (Gale Cengage Learning): Contains over 1,100 newspapers, 33 of which are New York State newspapers.
		National Newspaper Index (Gale Cengage Learning): Contains indexing of The New York Times, The Wall Street Journal, The Christian Science Monitor, Los Angeles Times, USA Today and The Washington Post.
		New York State Newspapers (Gale Cengage Learning): Subset of InfoTrac Newsstand which contains 33 New York State newspapers, including the Albany Times Union, New York Times, Newsday, Buffalo News, Post-Standard (Syracuse), Watertown Daily Times, Times Herald-Record (Middletown) and others.
	Business	Business Insights: Essentials (Gale Cengage Learning): Contains over 3,900 magazines and journals, nearly 25,000 industry reports, nearly 11,000 company histories and nearly 500,000 company profiles.
	Health	Health Reference Center Academic (Gale Cengage Learning): Contains almost 3,000 magazines and journals covering medicine, health and nursing, over 2,500 topical overviews, and videos of medical procedures.

Staying the Same as Last Year	General Periodicals	Academic OneFile (Gale Cengage Learning): Contains over 13,000 peer-reviewed journals covering a wide variety of subjects. Full text is available for over 6,000 journals.
		General OneFile (Gale Cengage Learning): Contains over 13,000 popular magazines and periodicals covering a wide variety of subjects. Full text is available for over 6,000 magazines and periodicals.
	Encyclopedias	Encyclopedia Americana (Grolier/Scholastic): Articles include links to further readings, a bibliography, selected full text articles, web page links, and links to related articles. Includes maps, flags, tables and illustrations.
		The New Book of Knowledge (Grolier/Scholastic): Resource for middle grade students that includes literary selections, a timeline, projects and experiments, news, homework help and more.
		Grolier Multimedia Encyclopedia (Grolier/Scholastic): Resource for upper middle school students through adults that includes encyclopedia articles, news, timelines, quizzes and games, and research starters. It also includes an atlas and dictionary. Articles can be grouped by lexile level and are aligned to standards.
		La Nueva Enciclopedia Cumbre (Grolier/Scholastic): Spanish language encyclopedia written from a Latin American perspective. Includes timelines, maps and an events calendar.
		Amazing Animals of the World (Grolier/Scholastic): Resource for elementary school students that includes facts and photos for over 1,200 animals.
		The New Book of Popular Science (Grolier/Scholastic): Resource for middle and high school students that includes articles in the areas of science, technology and medicine. Also includes photos, maps and technical illustrations.
		America the Beautiful (Grolier/Scholastic): Resource for elementary and middle school students that includes articles on US cities, states and Presidents.
		Lands and Peoples (Grolier/Scholastic): Resource for middle and high school students that includes articles on countries, cultures and current events. It also includes an atlas and almanacs.



Provided by the New York State Library, NOVELNY is a Statewide Internet Library connecting New Yorkers to 21st Century information. NOVELNY is supported with temporary federal Library Services and Technology Act funds from the Institute of Museum and Library Services (IMLS).

MHLS Committee Membership 2013

	Columbia	Dutchess	Greene	Putnam	Ulster
Director's Association Steering Committee	AnnaLee Giraldo '14	Gloria Goverman '14	Linda Deubert '14	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 Susan Totter '13	Candace Begley '15	Maria Steinberg '13	Sukrit Goswami '15 Faith Johnson '13
Marketing Advisory Committee	Jeanne Bogino '15	Erica Freudenberger '15 Lorraine Rothman '13	Barbara Flach '13	Gillian Thorpe '13	Jody Ford '15 Kara Lustiber '13
Resource Sharing Advisory Committee	Sally Alderdice & Karen Garafalo '13	Daniela Pulice '15 Carol Rodriguez '13	Linda Deubert '15	Jeanne Buck '13	Julie Dempsey '15 Kelly Tomaseski '13



5/2013