

MHLS Directors' Association
Notes of Meeting – Thursday, February 6, 2014

Informal Meeting; No Quorum

Start of Informal Meeting: 10:05

Reports

1. MHLS Reports

- a. **Executive Director Sloan:** Reviewed his printed report distributed prior to the meeting. In addition, he expanded on the following:
- i. Reviewed procedures which govern how DA meetings are canceled referring to an email that Advocate circulated on 2/5.
 - ii. Approved at the last MHLS BOT meeting:
 1. Mileage reimbursement. Amounts and other details to be determined at the next MHLS BOT meeting. Procedures being drafted now and should be ready by March.
 2. Schedule of meetings for 2014 including one at Cairo and one at Mahopac.
 3. Monies for Encore.
 4. Review of Construction Project procedures. Directors will be getting a short survey.
- b. **Consultants**
- i. **Merribeth Advocate:** See report in DA packet. In addition, she reported the following:
 1. Need to password protect DA packet materials was reviewed. Consensus was that it's not necessary.
 2. Issue of Benefit, Salary & Leave Survey was raised. Consensus was that MHLS will draft and System Services will review. Preference is for the salary to be regularly scheduled every year or two.
 - ii. **Rebekkah Smith Aldrich:** See report in DA packet.
 1. Aldrich not present but she corrected the minutes asking that her statements be revised to reflect the following: "Aldrich provided an update on the Governor's proposed Property Tax Cap Freeze program and discussed potential implications for libraries. The NYLA Legislative Committee will monitor this situation and keep us apprised."
 2. MTA refund status for Putnam and Dutchess libraries go to: www.tax.ny.gov/bus/mctmt/
 - iii. **Robert Drake:** See report in DA packet. In addition, he reported the following:
 1. Erate was addressed obliquely in the State of the Union address which will most likely lead to increase in funding. Drake is available to help walk directors through the process.
 2. Drake attended Broadband Adoption Taskforce and reports that some carriers may remove free connections and he recommends that libraries be aware of the cost of connectivity and be prepared to add it to the budget.
 - iv. **Eric McCarthy:** See report in DA packet. In addition, he reported the following:
 1. Holdings for Annual Report incorrect and were probably incorrect last year. McCarthy is retabulating.
 2. For Encore to be a success should have buy-in from front line staff. McCarthy will provide talking points for publicity and training purposes.
 3. Text messaging alerts for holds available. Check with McCarthy. The look will vary depending on carrier.

End of Informal Meeting: 11:05

*** DRAFT ***

**MHLS Directors' Association
Minutes of Meeting – Thursday, February 6, 2014**

Attendance

Columbia County

Chatham:
Claverack: Alderdice
Germantown:
Hillsdale:
Hudson: Giraldo
Kinderhook:
Livingston:
New Lebanon:
North Chatham:
Philmont: Garafalo
Valatie:

Dutchess County

Amenia:
Beacon:
Beekman: Rodriguez
Clinton:
Dover Plains:
East Fishkill: Goverman
Fishkill: Spann
Hyde Park:
LaGrange:
Millbrook: Barnard
Millerton:
Pawling: Conlin
Pine Plains:
Pleasant Valley: Pulice
Poughkeepsie: Lawrence
Red Hook: Freudenberger
Rhinebeck: Cook
Rhinecliff: Meyer
Staatsburg:
Stanford:
Tivoli:
Wappingers:

Greene County

Athens:
Cairo: Kamecke
Catskill:
Coxsackie: Deubert
Greenville:
Haines Falls:
Hunter:
Windham:

MHLS Staff

Advocate
Drake
McCarthy
Nyerges
Smith Aldrich

Putnam County

Brewster:
Carmel:
Cold Spring:
Garrison:
Kent:
Mahopac:
Patterson: Haar
Putnam Valley:

Guest(s)

Ulster County

Esopus: Mendelsohn
Highland:
Hurley:
Kingston: Menard
Marlboro:
Milton:
New Paltz:
Phoenicia:
Pine Hill:
Plattekill: Georghiou
Rosendale:
Saugerties:
Stone Ridge:
Ulster:
West Hurley:
Olive-West Shokan:
Woodstock: Raff

Call to Order: Chair Giraldo called the meeting order at 11:07 a.m.

Action Items

1. **Approval of Minutes – January 8, 2014:** Lawrence moved, Alderdice seconded and it was **UNANIMOUSLY VOTED** to approve the minutes of the previous meeting as amended. (The section reflecting Aldrich's Consultant Report is stricken and replaced with, "Aldrich provided an update on the Governor's proposed Property Tax Cap Freeze program and discussed potential implications for libraries. The NYLA Legislative Committee will monitor this situation and keep us apprised.")

Reports

2. **MHLS Reports**
 - i. **Executive Director Sloan:** See report in DA Packet. No report given during the meeting.
 - b. **Consultants**
 - i. **Merribeth Advocate:** See report in DA packet. No report given during the meeting.
 - ii. **Rebekkah Smith Aldrich:** See report in DA packet. No report given during the meeting.
 - iii. **Robert Drake:** See report in DA packet. No report given during the meeting.
 - iv. **Eric McCarthy:** See report in DA packet. No report given during the meeting.
3. **MHLS Board Liaison:** No meeting, no liaison report.
4. **Advisory Committees**

- a. Central Library/Collection Development: Next meeting on Monday 2/10/14.
- b. Continuing Education/Professional Development: Next meeting scheduled for 5/21/14.
- c. Marketing: No report.
- d. Resource Sharing: Next meeting scheduled for 2/18/13
- e. System Services: Report in packet. Next meeting scheduled 5/5/14.

Old Business:

1. Break-Out Discussion on MHLS Plan of Service: Motion made by Cook to table until next meeting, seconded by Lawrence. Passed.

New/Proposed Business:

1. DA Bylaws Revision: Draft showing revisions are in the packet. No action required today.

Adjournment: Cook moved, Lawrence seconded and it was **VOTED** to adjourn the meeting at 11:15 a.m.

The next meeting of the MHLS Directors' Association is scheduled for **Wednesday, March 5** (snow date: 3/6) beginning at 10:00 a.m.

Respectfully submitted,

Gloria W. Goverman
East Fishkill Public Library District

2014 Meeting Dates

Wednesday, March 5 (snowdate 3/6)
Thursday, April 3
Tuesday, May 6
Thursday, June 5
Friday, July 25
Wednesday, September 10
Tuesday, October 7
Wednesday, November 12 (snowdate 11/13)
Friday, December 5