

*** DRAFT ***

MHLS Directors' Association
Minutes of Meeting – Tuesday, May 6, 2014

Attendance

Columbia County

Chatham:
Claverack: Alderdice
Germantown: Place
Hillsdale:
Hudson: Chameides
Kinderhook: Giraldo
Livingston:
New Lebanon: Bogino
North Chatham: Kurashige
Philmont: Garafalo
Valatie: Powhida

Dutchess County

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

Greene County

Athens:
Cairo:
Catskill:
Coxsackie:
Catskill:
Palenville Branch
Haines Falls:
Hunter:
Windham:

Putnam County

Brewster:
Carmel: Buck
Cold Spring:
Garrison: McCreery
Kent: Donick
Mahopac: Capozzella
Patterson: Haar
Putnam Valley: McLaughlin

Ulster County

Esopus:
Highland: Dempsey
Hurley:
Kingston: Menard
Marlboro: Cosgrove
Milton: Skelly
New Paltz: Giralico
Phoenicia:
Pine Hill:
Plattekill: Georghiou
Rosendale:
Saugerties: Rees
Stone Ridge:
Ulster: Priest
West Hurley: Lustiber
Olive-West Shokan:
Woodstock:

Guest(s)

MHLS Staff

Advocate
Drake
McCarthy
Sloan
Aldrich

Call to Order: Chair Giraldo called the regular meeting order at 10:00 am

A. Action Items

1. **Approval of Minutes – March 5th, 2014:** Lawrence moved, Sally Potwin seconded the motion and it was unanimously voted to approve the minutes of the March meeting.

B. Reports

1. **MHLS Reports**

i. Executive Director: See report in DA packet. Sloan praised Eric McCarthy's work with MHLS, on the Encore interface and other projects. His contributions have been tremendous. McCarthy is resigning from Mid-Hudson and moving on to a new library position in May. Robert Drake will be the head of a new consolidation of the IT part of Mid-Hudson. Working well with the member libraries is an important part of Drake's skill set. He takes over his new responsibilities on May 24. Mid-Hudson already has good applicants for the new IT position, who will report to Drake. The Director's Association congratulated both McCarthy and Drake

Sloan is creating a template for assessing MHLS services. Mid-Hudson will develop a detailed report which analyzes each of Mid-Hudson's services. He wants to make sure that their actual services are aligned with the plan of service. The third piece is to prioritize services. There will probably not be substantial amounts of new money available to fund the system's services. Mid-Hudson will have to spend resources on the things which have the highest priorities. Member libraries will be asked to number in order of priority, 1 to 15. The priorities of the organization should permeate every aspect of the organization, including evaluations, etc. Tom Sloan has done this before. He has had the public rank the library services they were receiving. Different people need different levels or amounts of information. We need to look at how you measure success. Jim Cosgrove mentioned that goals keep

changing due to changing circumstances, technology, etc. Mid-Hudson does not plan to add new services at this time.

Each section of the plan of service begins with goal statement, intended results, and evaluation methods.

Cataloging is not included with Integrated Library System (ILS) description. Cataloging could be outsourced.

Outputs, outcomes, and the cost to MHLS should be measured.

Lawrence thinks that output statistics could be refined to show better whether the ILS is truly responding to library and patron needs. Quality should be looked at as well as quantity. Perhaps catalog users should be surveyed. A question could be asked at the end of a search, such as "Did you find what you were looking for?"

Each staff member estimated the percent of their time spent working on the ILS. Innovative is paid for some modules which only some libraries use, so not all of the cost of Sierra is assigned to the ILS. Services which are only used by some libraries will be in a later separate analysis, called "coordinated services."

"Value of Services" is based on what it might cost if broken up by counties , and each contracted separately with Innovative.

Planning for the annual membership meeting began by considering the purpose of the meeting. Innovative is sending futurist Joe Murphy, the speaker, without charge.

Nominations for Mid-Hudson board members needs to come from the county library associations. Only counties can make nominations from the floor. In case of a vacancy, library boards can nominate a candidate.

The evaluation process for the Executive Director will be reviewed by the Mid-Hudson Board tomorrow. Comments should be received by May 16

ii. Consultants

a. Merribeth Advocate: Reviewed Overdrive circulation. It has two peaks - one in December, one in the summer. Another "Big Read" will take place June 3 to 18. Overdrive statistics are available at "information" from the Overdrive section on the Mid-Hudson main page. "New books" shows what's currently available in the last 100 items which were purchased. Often it's all children's books, or some other unrepresentative group. Best of the small press project gives a good selection of books available for purchase. Encore will improve search ability of eBooks. Pulice asked if order records would ever be available. Donick asked if "Recently Returned" could be put where "New eBooks" is now on the Overdrive webpage.

There is a need for TASC materials, the new high school equivalency test which has replaced the GED

b. Rebekkah Smith Aldrich : Information on the Tax Freeze Proposal is very preliminary. It does not follow the tax cap definitions.

There is a new online resource for library trustees, NYLTO. Directors can email Kirstin to get a login. There is a good resource on policy development. Anyone can ask questions – and anyone can reply. System consultants are trying to monitor the website, but it may include some misinformation.

c. Robert Drake: Looks forward to working with directors, and is confident that Mid-Hudson will find a good new IT employee. Please send Sierra login requests to sierra@midhudson.org. Eric has prepared good documentation for what is hoped will be a short transition. Innovative did a switch replacement recently, which has improved speed and reduced freezing . Connectivity remains a problem. Innovative is looking to have an East Coast center eventually, which might help. Member libraries can report to Sierra@Mid-Hudson.org when Sierra freezes or is very slow.

d. Eric McCarthy:– McCarthy has accepted a new position at the Greenwich Library.

The new Encore Login page needs to be styled. Mapping to take patrons back to your website is being created. McCarthy will be distributing written handouts with tips on using Encore for library staff next week. Webpack pro (the current catalog) will still be available for 6 months . McCarthy will provide links to Encore by May 13th - each library can decide when to switch their website to the new interface. Databases which are unique to particular libraries will not be indexed. Gale databases will be included. Do we want to show citations if we don't have full text access? Resource sharing will discuss this. Mango is shown as a bib record. Some librarians think that people should not be able to request an item from the brief record, only from the full record. Opinions differ.

2. MHLS Board Liaison: Reese reported that the next Mid-Hudson Board meeting will be held tomorrow at the Cairo Library.

3. Advisory Committees

i. Central Library/Collection Development: Will meet on Sept 15

ii. Continuing Education/Professional Development: Will meet in 2 weeks.

iii. Marketing: Will meet in July

iiii. System Services: see printed report

Adjournment: Lawrence moved, Julie Spann seconded and it was unanimously voted to adjourn the meeting at 12:05

2014 Meeting Dates

Friday, July 25th

Wednesday, September 10th

Tuesday, October 7th

Wednesday, November 12th (*snowdate 11/13*)

Friday, December 5th