



## Mid-Hudson Library System

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103 Market Street, Poughkeepsie, New York 12601 | tel 845.471.6060 | fax 845.454.5940 | <http://midhudson.org>  
Tom Sloan, Executive Director

### **Executive Director's Report to Directors Association – September 2014**

#### 1) MOVING FORWARD – ASSESSMENT OF MHLS SERVICES

- a) [Scope Statement](#) (Supplemental Document)
- b) [Integrated Library System Services Assessment – Final Draft Reviewed/Adopted by DA & MHLS Board](#) (Supplemental Document)
- c) [Cataloging Services Assessment – Discussion Draft](#) (Supplemental Document)
- d) [Delivery Services – Discussion Draft](#) (Supplemental Document)

#### 2) ANNUAL MEMBERSHIP MEETING – FRIDAY, OCTOBER 24

- a) [Invitation and Registration](#) (Supplemental Document)
- b) Keynote Speaker - Dr. Joseph Luzzi, writer and associate professor at Bard College, will be speaking on the topic *Five Books Every Book Lover Should Read*. <http://josephluzzi.com/speaking-engagements/>  
He is the author of the very recently published memoir, *My Two Italies*.  
<http://www.barnesandnoble.com/c/joseph-luzzi>

#### 3) NOMINATION & ELECTION OF MHLS TRUSTEES

- a) Three seats on the MHLS Board will be elected at the Annual Membership Meeting on October 24. MHLS has received nominations from the library directors' associations in Columbia, Dutchess, and Greene Counties.
- b) ELECTION NOTICE - One month prior to the Annual Membership Meeting, an election notice will be sent to the President of each Board of Trustees, providing information regarding the election, including information regarding the candidates, a copy of these "Procedures for Election of Trustees", and a proxy.

#### 4) COMPARITIVE SALARY SURVEY

- a) AGREEMENT By and between the MID-HUDSON LIBRARY SYSTEM and CSEA Local 1000 AFSCME, AFL-CIO is to institute a comparative salary study between MHLS and other comparable employers.
- b) The Salary Survey Working Group has: (1) Reviewed the prior MHLS salary study process and information, endorsing the use of a very similar process for the current study; (2) Reviewed



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methodology and statistics that support the selection of comparable organizations for collecting salary information on full time positions; and (3) Selected for the 2014 Salary Survey summary position descriptions, similar to those used in the last MHLS salary survey, for presentation to selected organizations.

c) Timeline:

- i) August/September - Salary Survey Working Group reviews data from comparable organizations
- ii) September 17 Board meeting - Staff report survey data to Board
- iii) October - Personnel & Planning Committee considers findings and develops a recommendation(s) to the Board
- iv) October 24 Board meeting - Board executive session to review recommendation(s) of Personnel & Planning Committee and to determine Board's plan of action
- v) November - Limited negotiations between MHLS and CSEA on salary compensation only
- vi) December 6 Board Meeting - Board executive session to review and decide on any proposed CSEA Agreement change(s) regarding salary compensation
- vii) Jan. 1, 2015 - Any staff salary adjustments granted by the Board go into effect

5) Travel Grants Awarded – January to June 2014

CATSKILL PUBLIC LIBRARY	\$53.76
KINDERHOOK MEMORIAL LIBRARY	\$214.62
MAHOPAC LIBRARY	\$62.16
PHILMONT PUBLIC LIBRARY	\$119.70
PHOENICIA LIBRARY	\$50.40
RED HOOK PUBLIC LIBRARY	\$10.50
REED MEMORIAL LIBRARY	\$45.36
WEST HURLEY PUBLIC LIBRARY	\$79.38
A.C. DESMOND & H. FISH LIBRARY	\$40.32
BREWSTER PUBLIC LIBRARY	\$41.58
HEERMANCE MEMORIAL LIBRARY	\$211.68
KENT PUBLIC LIBRARY	\$42.00
PATTERSON LIBRARY	\$68.04
PAWLING FREE LIBRARY	<u>\$16.80</u>
TOTAL	\$1,056.30



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6) EXECUTIVE DIRECTOR'S EVENT PARTICIPATION - Since July 28

- a) Visit to Stone Ridge Library
- b) Ulster County's Legislative Programs, Education and Community Services Committee Meeting
- c) Clinton Community Library Board of Trustees Meeting
- d) MHLS Board's Personnel & Planning Committee Meeting
- e) New York Alliance of Library Systems Retreat
- f) Greene County Directors Meeting
- g) Visit to Windham Public Library
- h) Visit to Haines Falls/Tannersville/Mountain Top Library
- i) Beekman Library, Dover Plains, and LaGrange Association Library Meeting
- j) Visit to Beekman Library
- k) Putnam County Directors Meeting
- l) MHLS Board's Incentives Committee
- m) MHLS Board's Audit Committee Meeting