



Executive Director's Report to Director's Association – January 2015

1. MOVING FORWARD – ASSESSMENT OF MHLS SERVICES

a. Resource Sharing

i) Assessment of Resource Sharing Services – Element 1 in MHLS Plan of Services

- (1) Integrated Library System - Completed
- (2) Cataloging Services - Completed
- (3) Delivery Services - Completed
- (4) 2nd Review - [Cooperative Collection Development Services](#) - (*Supplemental Document 1*)
- (5) NEXT - Interlibrary Loan Services

b. What information supports setting priorities for MHLS services?

i) Resources Sharing/Circulation Trends

- (1) [Circulation Trends for 2010-2013 by Library](#) (*Supplemental Document 2*) - System wide circulation is down 5.66%.
- (2) [Items in Collections-Holdings Not Circulated-Borrowed in 3 Years by Library](#) (*Supplemental Document 3*) - System wide 593,586 items 12.8% of collections not circulated-borrowed in 3 years
- (3) [Number of Items Loaned Compared to Number of Items Borrowed by Library](#) (*Supplemental Document 4*) - System wide 36 libraries are net lenders and 30 libraries are net borrowers
- (4) NEW Report - [Circulation plus/minus net leading/borrowing](#) (*Supplemental Document 5*)
- (5) NEXT Report - Circulation Trends 2010-2014

ii) Plans for 2015

- (1) Quarterly continuing education workshops focused on circulation/collection issues
- (2) Pilot project with a small group of libraries to identify and implement library practices, policies, and procedures which increase circulation
 - (a) [Increase Circulation Incubator Project](#) (*Supplemental Document 6*)
- (3) Central Library/Collection Development Committee continuing education workshops and reports on collections

2. MHLS BOARD SURVEYS

- a. [2014 Priority Themes & Actions – 2013 Annual Survey](#) (*Supplemental Document 7*)
- b. [Summary Report on MHLS Service Fees](#) (*Supplemental Document 8*)
 - i) MHLS Cost for Services in Member Assessment Table
 - a) ILS Services = \$271,175+
 - b) Cataloging Services = \$135,202+
 - c) Deliver Services = \$503,425+
 - d) TOTAL = \$909,802+
 - ii) Funding Sources
 - a) Member Assessment = \$532,374 (59%)
 - b) MHLS General Operating Funds = \$329,673+ (36%+)
 - c) Central Library Aid = \$47,755 (5%)
 - iii) BOARD REQUESTED DISCUSSION: What are the appropriate percentages for funding services in the Member Assessment Table?

3. EXECUTIVE DIRECTOR'S EVENT PARTICIPATION - Since December 5

- a. PULISDO (Public Library System Directors) Conference Call
- b. State Library and PULISDO Conference Call
- c. OSC Audits Procedures & Common Findings Class
- d. County Funding Advocacy Meet-Up Workshop
- e. MHLS Board's Personnel & Planning Committee Meeting
- f. Mid-Hudson Regional Information Center Meeting on Broadband Services