

MHLS Director's Association
Minutes of Meeting – Jan 8, 2015

Attendance:	Pawling: Conlin	Kent: Donick
Columbia County:	Pleasant Valley: Pulice	Mahopac: Capozzella
Chatham: DeLisle	Poughkeepsie:	Patterson: Haar
Claverack: Alderdice	Lawrence	
Hudson: Chameides	Red Hook:	Ulster County:
Kinderhook: Giraldo	Freudenberger	Esopus: Dittmar
New Lebanon: Bogino	Rhinebeck: Cook	Kingston: Menard
Philmont: Garafalo	Rhinecliff: Meyer	Marlboro: Cosgrove
Valatie: Powhida	Staatsburg: Rothman	Milton: Skelly
	Wappingers Falls: Stein	Plattekill: Georghiou
Dutchess County:		Saugerties: Rees
Beacon: Keaton	Greene County:	Ulster: Priest
Beekman: Rodriguez	Athens: Widrick	West Hurley: Lustiber
Clinton: Graves	Cairo: Kamecke	West Shokan: Scott-
East Fishkill: Goverman	Catskill: Ray	Childress
Fishkill: Spann	Coxsackie: Deubert	
Hyde Park: Callahan		MHLS Staff
Lagrange: Potwan	Putnam County:	Advocate
Millbrook: Harrison	Carmel: Buck	Aldrich
North East Millerton:	Cold Spring: Thorpe	Sloan
Jameson	Garrison: McCreery	Drake

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

A. Action Items

1. Approval of Minutes – November 12, 2014: Lawrence moved, Cook seconded, and it was unanimously voted to approve the minutes of the December 5 meeting. Donick will resend with time of adjournment included.

B. Table Talk: Best Fund Raiser You Have Done or Heard About

C. Reports

1. MHLS Reports
 - i. Executive Director: Cooperative collection development services assessment is underway. We want to be current and relevant. Karen suggested that a date be put on documents, and versions noted to make it clearer when changes are made. The data of the new report includes the net numbers of holds loaned and borrowed. Last column shows difference in Circulation for over 3 years, a cumulative average, not an annual average. Pulice suggested that we continue to look at 3 rolling years. This data is in Excel, so can be resorted by member libraries. Lawrence asked for more annotation and explanations on charts. The older data is pulled from data which Mid-Hudson sent for annual reports. There is some confusion over how terms like "holds filled" or "items

lent" are defined. Lawrence noted that libraries have to dig in and get their own data. Pulice suggested that if libraries at the head of a route tend to be net lenders there should be some adjustment for that.

Pilot project: Mid-Hudson wants to support and assist members in implementing best practices to increase circulation. Ten libraries will experiment with making changes to see what works and what doesn't. Ten "trusted advisors" will be advising ten "early adaptor" libraries. Julie believes that Highland has increased circulation due to customer service. Patterson has done interesting things with its collection. The changes can be best understood by being seen. The goal is to identify 3 to 5 things which can be replicated. Some changes might be implemented system wide, others not. Things like fines and fees can impact circulation.

In the survey of directors and table talks the issue of member fees is a major topic.

Member assessment fees cover part of cataloging, delivery, and Sierra maintenance, as well as databases and e-books and e-audiobooks. Mid-Hudson is breaking out costs for staffing support of databases and eBooks and eAudiobooks as well as the subscription fees.

Are the member fees too high or too low? MHLS is trying to give more information to support decision making concerning fees.

ii. Consultants

a. Merribeth Advocate: Passed out a document on changes to the annual report for this year. The online report site has not yet been unlocked. "Count use " figures, such as magazines and reference books used in the library, should not be added in as part of circulation. Overdrive circulation: The highest circulation ever nationwide and for Mid-Hudson was Dec 28, then Mid-Hudson beat it on Dec 29 and Jan 4th. Mid-Hudson was not slammed this year with questions on how to download eBooks.

b. Rebekkah Smith Aldrich: Each library director is asked to respond to an e-mail from Mid-Hudson asking them to update their contact information, and the information for their board members.

Cook reported on Governor Cuomo's veto of Rhinebeck's special district legislation. Cuomo does not like special districts in general. Cook was told that, "This is an optics problem." This veto overturned the decision made by the taxpayers. The veto was made after a long process. Cook recommends scheduling regular 414 votes. Albany is frustrating to deal with.

c. Robert Drake: Mid-Hudson is working hard on compiling data for annual reports. A library can change the name it is listed under in Encore for a reduced price if 6 or more libraries are interested. Exemplar searches - a chart was sent out. The font is small and hard to read. Robert had sent us a set of replicable searches for popular titles, which were then checked to see where the correct item came up in the list produced by a search on the title in Encore, when sorted by the default relevance. They ran the same

searches in comparable catalogs, and showed in the chart where the correct item came up in the list produced. Encore seems to be doing well.

2. MHLS Board Liaison: A report is attached, written by Lawrence. Lawrence reported that the board is becoming more effective. Consistent attendance is important, and this has greatly improved.

3. Advisory Committees

- i. Central Library/Collection Development - Poughkeepsie is buying more best-seller non-fiction in Overdrive. Lawrence recommends that we continue to buy non-fiction for the Overdrive collection.
- ii. Marketing: Will meet Jan 21
- iii. Resource Sharing: will meet Jan 29
- iv. System Services and Steering Committee: will meet after the DA meeting.

D. New/Proposed Business and Information.

Only a few directors are responsible for renting out space in their library.

Advocate announced the purchase of a couple of group licenses for webinars, such as "How to respond to a Security Incident in Your Library" on Feb. 18, which can be viewed together at Mid-Hudson. Libraries can also pay a fee of at least \$60 to show it at their own library.

Ideas on fundraising were shared. Even fun things are only fun for a limited period of time. After 4 years or so, people get tired of the work. Marlboro will do mini-golf in the library in February. Antiques Road Shows have been popular. Local artists and anything with the schools seldom generate funds but are good for the library's image. Trustees and Friends should be doing must fund raisers, the director's time devoted to this should be limited. "Bling for Books," selling jewelry donations, has been popular. A local jeweler sets the prices. You may send the System Services Committee ideas for further table talk topics.

Adjournment: Lawrence moved, Cook seconded and it was unanimously voted to adjourn the meeting at 11:55

The next meeting of the MHLS Directors' Association is scheduled for February 5, 2015

Respectfully submitted,

Carol Donick
Kent Public Library
