



Executive Director's Report to Directors Association – February 2015

1. MOVING FORWARD – ASSESSMENT OF MHLS SERVICES

A. Resource Sharing

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

- a) Integrated Library System - Completed
- b) Cataloging Services - Completed
- c) Delivery Services - Completed
- d) Cooperative Collection Development Services - Completed

e) NEW – DRAFT Interlibrary Loan Services (Supplemental Document 1)

2) NEXT - Assessment of Special Client Groups – Element 2 in MHLS Plan of Services

- a) Adult Literacy
- b) Coordinated Outreach
- c) Correctional Facilities
- d) Youth Services

B. What information supports setting priorities for MHLS resource sharing services?

1) Resources Sharing/Circulation Trends

- a) Circulation Trends for 2010-2013 - System wide circulation is down 5.66%.
- b) Items in Collections-Holdings Not Circulated-Borrowed in 3 Years by Library - System wide 593,586 items 12.8% of collections not circulated-borrowed in 3 years
- c) Number of Items Loaned Compared to Number of Items Borrowed by Library - System wide 36 libraries are net lenders and 30 libraries are net borrowers
- d) Circulation Plus/minus net Lending/borrowing - No different system wide trends were found in comparing this data with circulation data as defined in annual report

e) NEW Report - Circulation Trends for 2010-2014 (Supplemental Document 2) - System wide circulation is down 14.35%.

f) **NEW - Public Libraries in the United States Survey: Fiscal Year 2012**

i. New York

- In FY 2012, total circulation per capita was 8.6. This is a decrease of 5.07% from FY 2011. http://www.ims.gov/assets/1/AssetManager/PLS_FY2012_SP_New%20York.pdf
- In FY 2011, total circulation per capita was 8.72. This is a decrease of 1.39% from FY 2010. http://www.ims.gov/assets/1/AssetManager/PLS_FY2012_SP_New%20York.pdf

- ii. National - In FY 2012, total circulation per capita was 8.0. This was a decrease of 1.7% from FY 2011 and the second consecutive year that circulation per capita has decreased in the last ten years. http://www.ims.gov/assets/1/AssetManager/PLS_FY2012.pdf

2) MHSL Support for Increasing Circulation in 2015

- a) Quarterly continuing education workshops focused on circulation/collection issues

b) **Increase Circulation Incubator Project (Supplemental Document 3)**

- i. Project Participants 1st Session – March 3 – 10 AM to 3 PM - MHLS
- c) Central Library/Collection Development Committee Workshops and Reports
 - ii. Committee Meeting - February 20 – 10 AM - 12 PM - MHLS

2. MHLS BOARD SURVEYS

A. MHLS Service Fees

i) **DISCUSSION: What are the appropriate percentages for funding services in the Member Assessment Table?**

a) **Revised - [Summary Report on MHLS Service Fees](#) (Supplemental Document 4)**

b) Request for Additional Information

- i. All Member Fees as % of Total MHLS Operating Budget
- ii. MHLS Member Fees Compared to Members Fees Paid at Comparable Systems
- iii. MHLS State Aid, Member Library Income, and Member Fees from 2008
- c) March DA Meeting Table Talk on Topic
- d) Discussion by SSAC at March SSAC Meeting After DA Meeting on “Next Steps”

3. TOWN OF UNION VALE – LIBRARY SERVICES AGREEMENT

- A. As authorized under the [Mid-Hudson Library System Direct Access Plan](#) (Supplemental Document 5), the libraries in Beekman, LaGrange, and Millbrook may submit a claim of serious inequities and hardship resulting from services to the residents of the Town of Union Vale.

B. These claims of serious inequities and hardship are based on:

- i) The Town of Union Vale is unserved by a chartered public library and provides less than the median or average funding for public library services provided by contract with neighboring community libraries.
- ii) More than 5% of the total circulation of library materials from the libraries in Beekman, LaGrange, and Millbrook has been provided to the residents of the Town of Union Vale.
- iii) Under the *Mid-Hudson Library System Direct Access Plan*, these libraries may claim “serious inequities and hardships” due to non-residents making excessive use of their libraries’ resources that affects the libraries’ ability to provide direct and on-site access to their residents.

C. Upon MHLS verifying a Board’s claim of serious inequities and hardship, MHLS will proceed with developing a plan for restrictions and remedies. As stated in the *Mid-Hudson Library System Direct Access Plan*, the plan for restrictions and remedies requires the approval of MHLS member libraries and the MHLS Board of Trustees.

D. Background

- i) Libraries in Beekman, Dover Plains, LaGrange and Millbrook have worked annually with MHLS to establish a contract between the Town of Union Vale and MHLS for libraries to provide services to Town residents. For 2015, the libraries and MHLS agreed to request funding at a minimum of \$50,000.
- ii) [Letter to Town Supervisor Hitsman](#) (*Supplemental Document 6*)
- iii) The Town of Union Vale has announced the allocation of \$30,000 for library services in 2015.
- iv) Since the minimum request of \$50,000 is not allocated, the libraries in Beekman, LaGrange and Millbrook may invoke the *Mid-Hudson Library System Direct Access Plan* to request additional restrictions on the use of public libraries by Town of Union Vale residents. These restrictions may include discontinuing the loaning of non-print materials, which includes DVDs and CDs, to Town residents.
- v) The Town of Union Vale funding of public library services remains substantially below the minimum level of local funding expected for the services received by area residents as indicated in the chart below.

Local Funds for Public Library Services			
	Total Local Funds ¹	2010 Census Population Served	Local Funds per Capita
Beekman	\$349,883	14,621	\$23.93
Dover	\$225,000	8,699	\$25.86
LaGrange	\$586,240	15,730	\$37.26
Millbrook	\$100,000	4,741	\$21.09
TOTAL	\$1,261,123	43,791	\$28.79
Union Vale	\$ 30,000 ²	4,877	\$6.15
Union Vale	\$50,000 ³	4,877	\$10.25
Union Vale	\$72,811 ⁴	4,877	\$14.93
Union Vale	\$ 140,408 ⁵	4,877	\$28.79

4. BROADBAND RFP – MID-HUDSON REGIONAL INFORMATION CENTER (MHRIC)

- A. Eugene Knudsen, Director of the Mid-Hudson Regional Information Center (MHRIC), has approached MHLS to inquire if MHLS, on behalf of member libraries, might be interested in MHLS member libraries being included in the Mid-Hudson Joint Management Team (MHJMT) invitation to bid for broadband services.
- B. MHRIC provides Wide Area Network (WAN) capacity that inter-connects school district buildings to the county hub and the Internet for school districts located in Orange, Sullivan, or Ulster counties.
- C. Ulster BOCES, Dutchess BOCES, Orange/Ulster BOCES, and Sullivan BOCES (the Four BOCES) comprising the MHJMT and acts as a consortium in soliciting bids for bandwidth to connect each to the Internet.
- D. MHJMT publishes and circulates an invitation to bid, evaluating responses and recommending a service provider.
- E. If MHLS member libraries are included in the invitation to bid, each library may be able to review and select from several basic bandwidth categories for Internet services. Libraries included in the bid would have the option to accept or not accept the bid service. If a library wishes to acquire one of the offered Internet services, a library board resolution to approve the agreement with that provider may be required.
- F. SSAC agreed MHLS should proceed in discussions with MHRIC and report to member libraries on the terms and conditions of member libraries participating in the MHRIC RFD process.

¹ Annual Report For Public and Association Libraries - 2013

² 2014 Agreement Between MHLS & Town of Union Vale & 2015 Appropriation

³ 2015 Requested

⁴ 2011 Stated Amount Requested

⁵ Funding Amount Required to Match Average Funding per MHLS Direct Access Plan

5. EXECUTIVE DIRECTOR'S EVENT PARTICIPATION - Since January 8 DA Meeting
 - a. System Services Advisory Committee Meeting
 - b. PULISDO (Public Library System Directors) Conference Calls
 - c. State Library and PULISDO Conference Calls
 - d. Ulster County Directors Meetings
 - e. Mid-Hudson Regional Information Center Meeting on Broadband Services