



Executive Director's Report to DA – April 2015

1. **MOVING FORWARD – ASSESSMENT OF MHLS SERVICES**

<http://midhudson.org/topics/statistics-research/moving-forward/>

A. Assessment Reports

- 1) Resource Sharing (Element 1 in MHLS Plan of Services) - REVIEW COMPLETED
 - a) Integrated Library System; Cataloging Services; Delivery Services; Cooperative Collection Development Services ; Interlibrary Loan Services
- 2) Special Client Groups (Element 2 in MHLS Plan of Services) - REVIEW UNDERWAY
 - a) **NEW REPORT** - [Youth Services](#) (*Supplemental Document 1*)

2. **RESOURCES SHARING/CIRCULATION TRENDS**

A. **2nd Review** - [Circulation Trends for 2010-2014](#) (*Supplemental Document 2*) - System wide circulation is down 10.32% from the 2013 Grand Total Circulation transactions reported by member libraries in their State Annual Report and 2014 Grand Total Circulation transactions as reported to members by MHLS for their 2014 Annual Report.

B. **2nd Review** - Public Libraries in the United States Survey: Fiscal Year 2012

1) New York

- a) 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
- b) 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

2) 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

C. **MHSL Support for Increasing Circulation in 2015**

- 1) Continuing education workshops focused on circulation/collection issues
- 2) Increase Circulation Incubator Project
- 3) Central Library/Collection Development Committee Workshops and Reports
 - a) Reports to Each Member Library - Materials 10 years old & no Circulation for 5 years

3. **MHLS BOARD SURVEYS**

A. [MHLS Service Fees](#) (*Supplemental Document 3*)

4. **TOWN OF UNION VALE – LIBRARY SERVICES AGREEMENT**

A. As authorized under the [Mid-Hudson Library System Direct Access Plan](#) the libraries in Beekman, LaGrange, and Millbrook have submitted 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.

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	\$ 30,000²	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

- 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. The MHLS Board has accepted the claims of “serious inequities and hardships” filed by the public library boards of the Beekman Library, the LaGrange Library, and the Millbrook Free Library, based on Town of Union Vale residents representing 5% or more of each library’s total circulation based on a three-year average.

D. The MHLS Board has authorized the MHLS Executive Director to implement a plan for restrictions and remedies in collaboration with the Beekman Library, the LaGrange Library, the Millbrook Free Library, and the Directors Association. Directors of the Beekman Library, the LaGrange Library, the Millbrook Free Library, and the Dover Plains Library are recommending restricting the loaning of non-print (e.g., DVDs, CDs) materials and the remedy is an increase in Union Vale funding of public library services.

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. BROADBAND RFP – MID-HUDSON REGIONAL INFORMATION CENTER (MHRIC)
 - A. MHLS continues working with MHRIC to determine if member libraries could be included in the invitation to bid based on an agreement between the MHLS Board and MHRIC. Inclusion in the RFP does NOT create any commitment for a member library to contract for broadband services.

6. MHLS Listservs
 - A. In order to effectively distribute original MHLS content/information, which may be time sensitive, MHLS is establishing an official communication channel known as the MHLS Alerts List (mhls-alerts@googlegroups.com).
 - B. The MHLS Alerts List, which was reviewed and approved by the System Services Advisory Committee and discussed at the March DA meeting, will be populated with member library director's email and any staff email deemed appropriate by the library director.
 - C. Directors have been asked to supply the email address(es) of any staff member who should receive messages from the MHLS Alerts List. The Library Director's email address, collected from the annual Member Information Update, is included in the list.
 - D. A standard subject line will be used for all posting (i.e., MHLS Alerts for [Audience] – [Category]: [Subject])

7. EXECUTIVE DIRECTOR'S EVENT PARTICIPATION – March 2015
 - a. MHLS Board's Incentives Committee Meeting
 - b. Increase Circulation Incubator Project Workshop
 - c. Meeting with Terry Kirchner (Director, Westchester Library System) and Tim Burke (Director, Upper Hudson Library System) on Resource Sharing Services
 - d. Meeting with Tom Lawrence on Library Efficiency Plan/Tax Freeze
 - e. MHLS Board of Directors Meeting
 - f. MHLS Board Orientation Workshop
 - g. System Services Advisory Committee Meeting
 - h. Putnam County Library Directors Meeting