MHLS Director's Association
Meeting of Tuesday, June 2, 2015
MHLS Auditorium: 10:00 a.m. – 12:00 p.m.

AGENDA ATTACHMENT

Action Item #2: Proposed Revisions to DA Bylaws

- **Background:** The DA Bylaws state the process for change: "Amendments to these Bylaws may be made by a majority vote at any regular meeting provided that the proposed changes shall have been submitted at an earlier regular meeting and that a copy of the proposed change is a part of the call of the meeting."

- **Issue:** The MHLS System Service Advisory Committee (SSAC) is an active committee; most members of the DA Steering Committee are on the SSAC. There is overlap in the committees and one committee would be a more efficient way to go. The DA Bylaws need to be revised to reflect this change.

- **Recommendation:** The SSAC recommends adopting the revised Bylaws at http://da.midhudson.org/wp-content/uploads/2015/05/By-Laws-3-24-15.pdf, replacing the DA Steering Committee with the System Services Advisory Committee.

- **Status:** New Business at the cancelled 2/5/15 DA meeting; New Business at the 3/4/15 DA meeting; Discussed at the 3/23/15 and 5/5/15 SSAC meeting; Revised draft distributed to directors prior to the 5/7/15 DA meeting & the agenda was amended to include it as Old Business; Action Item at 6/2/15 DA meeting.

Action Item #3: 2016 Estimate of E-Resources: Databases, eBook/eAudio, Catalog Enhancements - Central Library and Member Library Cost Shares

- **Background:** The MHLS Central Library/Collection Development Advisory Committee (CLCD) reviews the usage of system-wide collectively purchased databases to insure they are cost effective and being used enough to be worthy of renewal. The committee also reviews the Central Library Development Aid (CLDA) budget that cost-shares the price of the databases with the member libraries.

- **Issue:** Each year the Directors Association votes to approve the recommended package of cost-shared EResources for the coming year. The committee recommends continuing with the existing databases (Chiltons, Gale Testing & Education Reference Center (TERC), Mango Languages, and JobNow) and OverDrive for 2016. The attached chart shows the estimated cost per library.

- **Recommendation:** The CLCD recommends approving the 2016 costs at http://da.midhudson.org/wp-content/uploads/2014/01/CLDA-2016-databases-only.pdf .

- **Status:** Discussed at the 4/14/15 CLDA meeting; New Business at the 5/7/15 DA meeting; Action Item at the 6/2/15 DA meeting.

Action Item #4: **2016 Tentative Member Assessment Table**

- **Background:** Annually a Tentative Member Assessment Table is provided to library directors for budgeting purposes.

- **Issue:** The SSAC met on 3/23/15 and 5/5/15 to consider comments and questions of members and provide a recommendation.

- **Recommendation:** The SSAC recommends adopting the 2016 Tentative Member Assessment Table at http://da.midhudson.org/wp-content/uploads/2015/05/Assessment-Table-Updated-Numbers-5-5-151.pdf

- **Status:** Discussed at the 3/23/15 and 5/5/15 SSAC meeting; Action Item at 6/2/15 DA meeting.

Action Item #5: **Professional Development Grant Program**

- **Background:** In 2014, the DA and MHLS Board approved the Member Library Mileage Equalization Grant Program funded at $15,500. Total grants awarded in 2014 = $2,489.68.

- **Issue:** This is being funded again at $15,500, and since it can be seen by last year's reimbursements that this won't be expended, the MHLS Board would like to offer a Professional Development Grant Program for Attending NYLA. Annual Reimbursement would be to a member library for NYLA annual conference registration(s) and travel to/from a NYLA annual conference and is based upon the member library supporting, as the library deems appropriate, their library staff member(s) and/or trustee(s) to attend the NYLA annual conference.

- **Recommendation:** The SSAC recommends adopting the revised Incentive Grant proposed by the MHLS Board of Trustees.

- **Status:** Discussed at the 3/23/15 and 5/5/15 SSAC meeting; Action Item at 6/2/15 DA meeting.

Action Item #6: **OPAC Changes - Remove Extra Logo and Reorder Facets**

- **Background:** The Resource Sharing Advisory Committee (RSAC) is tasked with maintenance and suggested changes for the OPAC.

- **Issue:** It has come to our attention that the Logo on the right hand side is removable and the facets can be reorganized.

- **Recommendation:** The RSAC recommends that the Logo be removed, and that they facets be reorganized to be Format, Location, Found In, Collection, Availability, Subject, Place, Language and Pub Date.

- **Status:** Discussed at 3/22/15 RSAC meeting; Action Item at 6/2/15 DA meeting.

Action Item #7: Suppression of Statuses in the OPAC - 'Lost & Paid', 'Discard' and 'Claims Returned'

- **Background:** The RSAC is tasked with the maintenance of records in the database.

- **Issue:** The shared ILS is cluttered with items in various statuses that add to the patron burden when doing an OPAC search.

- **Recommendation:** The RSAC recommends that items with a status of Lost & Paid, Discard and Claims Returned be suppressed in the catalog after 3 months, and that items with a status of Missing, Missing In Transit, On Search, Repair and Billed be suppressed after 3 years.

- **Status:** Discussed at 3/22/15 RSAC meeting; Action Item at 6/2/15 DA meeting.

New Business #1: Update of OverDrive Collection Development Guidelines

- **Background:** Mid-Hudson Library System has had a shared eAudiobook collection since 2/15/10 and a shared eBook collection since 11/17/2010. The original collection development guidelines (http://da.midhudson.org/wp-content/uploads/2014/01/old-MHLS-OverDrive-Collection-Development-Guidelines.pdf) have not been updated since 2012, and in that time usage has skyrocketed.

- **Issue:** The MHLS OverDrive Collection Development Guidelines need to be updated to more tightly focus how the cost-share funds are used.

- **Recommendation:** The Central Library/Collection Development Advisory Committee recommends the approval of the updated OverDrive Collection Development Guidelines at http://da.midhudson.org/wp-content/uploads/2014/01/draft-new-MHLS-OverDrive-Collection-Development-Guidelines.pdf.

- **Status:** Original guidelines approved at 3/1/12 DA meeting; Revised at 5/12/15 Central Library/Collection Development Advisory Committee meeting; New Business at 6/2/15 DA meeting.