MHLS Directors’ Association  
Minutes of Meeting – Friday March 4, 2016  
MHLS Auditorium

Meeting called to order by Chair Fortier at 10:00 AM

A. Action Items

1. Motion by Lawrence, seconded by Dempsey to approve the minutes of December 4, 2015. PASSED.

2. Proposed Change of April DA Date – no action taken

3. Need for Home Library in Non-Resident Cards – Motion by Dempsey, seconded by Giraldo; Patron information for non-residents should include the home library of the issuing library. 33 Yes; 0 No; 2 Abstentions. PASSED.

4. Sierra Courtesy Notices – Motion by Dempsey, seconded by Dittmar; To accept the recommendation of the Resource Sharing Committee that courtesy notices be automatically sent out daily, system-wide, to patrons who have items due in three days with the recommended wording, “Your item is due soon. Please check your account or contact your library for more information.” Dempsey amended motion to clarify that the notice will go out 3 days before an item on loan for 7+ days and 1 day for an item on

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MHLS Staff

Advocate
Aldrich
Drake
Sloan

W Hurley

Woodstock

Rosendale

Advocates

Bank

iHeritage

New Paltz

Milton

New York

Pine Hill

Miller

New York

Pine Hook

N Poughkeepsie

New Paltz

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loan for 3 days and with further wordsmithing done by Resource Sharing Committee. In discussion it was noted that patrons cannot opt out of courtesy notices specifically – they can only opt out of all email notices. 29 Yes; 5 No; 0 Abstentions. PASSED.

B. Presentation by Deb Welsch and Beverly Santero on behalf of the Central Library / Collection Development Committee on removing out of date study and career guides. Each library was presented with a package which included weeding information and a customized list of books that may be out of date; presenters noted that because the titles are serials, they may not be candidates for weeding. Any questions may be directed to Bsantero@poklib.org.

C. Reports
   1. MHLS
      i. Executive Director
         1. Executive Director Sloan
            a. All Moving Forward documents are on the MHLS web page. The three stakeholder groups (MHLS staff, library directors, MHLS board) have different needs. In October, all stakeholders will be asked to prioritize the 16 services presented over the past year. Final four were presented at the meeting, Construction and Advocacy presented by Aldrich; Communications Among Libraries and Cooperation Between Library Systems presented by Advocate. Sloan stated that there are also three consolidation reports online: Staff Time, Assessment – Financial Report, and Value of Services. Sloan presented the timeline for ranking: March 14 MHLS Staff; March 19 MHLS BOT; April 5 DA. Low use items will be discussed rather than automatically eliminated. Sloan suggested that each county director group speak to their MHLS BOT representatives.
            b. Shout out to the 38 libraries with increased circulation.
            c. Shout out to the successful resolution of the Union Vale situation.
            d. In April, Robert Drake will have some new information on broadband.
            e. New schedule for delivery services started on Feb 1 – any feedback about how it’s working may be directed to Tom Finnigan.
            f. Board Survey of Library Directors – Suggestion from the floor that the survey should be more qualitative.
            g. Better World Books Dropbox will be placed on MHLS property.
      ii. Consultants
         1. Assistant Director Advocate
            a. Thanked group for completing annual reports on time – late responses hold up state funding.
2. Coordinator for Library Sustainability Smith Aldrich
   a. Advocacy posters were a huge hit and helped create a very positive vibe; there are rumors that the Senate Republicans met the Governor Cuomo to advocate an increase of $4 M.
   b. Impact study of raising NYS minimum wage to $15.
   c. Open Meetings Law Workshop is undersubscribed and may be canceled without higher registration.

3. Technology Operations Manager Drake
   a. There will be a Sierra upgrade on 3/22 from 11pm to 2am. Expect some “jar file” messages in the morning.

   iii. Board Liaison – No Report.

2. Advisory Committees
   i. Central Library/Collection Development – Next Meeting 4/28
   ii. Continuing Education/Professional Development – Next Meeting 5/10
   iii. Marketing – Next Meeting TBD
   iv. Resource Sharing – Next Meeting 3/21
   v. System Services Advisory – Next Meeting 3/4

D. New/ Proposed Business & Information

Moved by Giraldo to adjourn; meeting adjourned at 12:05 PM.

Respectfully Submitted,

Gloria Goverman, Secretary