

**Consultant Reports**  
**MHLS Directors Association**  
**Meeting of Thursday May 5, 2016**

**Merribeth Advocate, Assistant Director**

**1. Professional Development for Youth and Teen Services:**

- a. **Serving Children with Autism Spectrum Disorder:** A group viewing of this 2-part live ALA webinar will be shown in the MHLS Auditorium Wednesday May 18 & 25 from 2:30-4:00pm. Register at <http://tinyurl.com/autismMHLS>
  
- b. **This spring there are 2 national online professional development courses regarding teen services that are being offered for library staff.**
  - i. MHLS is offering a 75% reimbursement of the cost to the member library (based on my receipt of the reimbursement form at <http://tinyurl.com/mhlsyspd> and a copy of the participant’s certificate of completion by July 6) from NYS 2016 Coordinated Outreach Categorical Aid to MHLS. These programs were also offered in Jan-Feb 2016, but we know the registration filled up fast and some interested people were closed out. If you are interested in your staff participating in this, please read the full information about each program to see which one is the best professional development opportunity. Registration is open now for both through the links below.
    - 1. **Teen Services Fundamentals** is an Infopeople Online Learning Course, approved by ALA's Library Support Staff Certification (LSSC) program.
      - a. It runs from May 24th to June 20th. The cost is \$150 and MHLS will reimburse \$112.50 to the member library. Full information and registration at <https://infopeople.org/civcrm/event/info?reset=1&id=578>
    - 2. **Collaborating with Teens to Build Better Library Programs** is an ALA eCourse.
      - a. It starts May 30th and runs for 4 weeks. The cost is \$175 and MHLS will reimburse \$131.25 to the member library. Full information and registration at <http://www.alastore.ala.org/detail.aspx?ID=3864>
  
- c. **Congratulations** to the following libraries who had staff complete Children’s Services Fundamentals and/or Teen Services Fundamentals (Infopeople Online Learning Courses, approved by ALA's Library Support Staff Certification program) and/or Collaborating with Teens to Build Better Library programs (ALA eCourse), in the past year. This represents in total 324 hours of professional development!

<b>Children's Services Fundamentals</b>	<b>Teen Services Fundamentals</b>	<b>Collaborating with Teens to Build Better Library Programs</b>
<ul style="list-style-type: none"> <li>• Beekman Library</li> <li>• Brewster Public Library</li> <li>• Desmond/Fish Library</li> <li>• Kent Public Library</li> <li>• Roeliff Janson Community Library</li> <li>• Town of Ulster Public Library</li> </ul>	<ul style="list-style-type: none"> <li>• Beekman Library</li> <li>• Brewster Public Library</li> <li>• Desmond/Fish Library</li> <li>• Kent Public Library</li> <li>• Kingston Library</li> <li>• Pawling Free Library</li> <li>• Pleasant Valley Library</li> <li>• Poughkeepsie Public Library District</li> <li>• Roeliff Janson Community Library</li> <li>• Starr Library</li> </ul>	<ul style="list-style-type: none"> <li>• Kinderhook Memorial Library</li> <li>• Mahopac Public Library</li> <li>• Patterson Library</li> <li>• Saugerties Public Library</li> <li>• Tivoli Free Library</li> <li>• Town of Esopus Library</li> </ul>

2. **Open eBooks:** The White House announced that the Open eBooks app to put eBooks in the hands of lower income children and young adults aged 4-18, is up and running. Librarians, educators, and program leaders working with children and youth from in-need families can sign up with First Book to receive free access to the Open eBooks app. There are 3 simple steps to get started and access Open eBooks:

1. SIGN UP – Sign up with First Book at <https://register.firstbook.org/?rgst=openebooks>
2. REQUEST YOUR FREE CODES — Visit the First Book Marketplace and request as many free access codes as you need for the number of lower income children you serve.
3. DOWNLOAD AND ACCESS — You will then receive an email with the requested access codes and download instructions for the app.
  - a. Participating publishers: Bloomsbury, Candlewick, Cricket Media, Hachette, HarperCollins, Lee & Low, Macmillan, National Geographic, Penguin Random House, Simon & Schuster. More information at <http://openebooks.net>.



3. **2-1-1 Covers the MHLS Region:** 2-1-1 is an easy-to-remember telephone number for your patrons to call for free and confidential community referral that connects callers with resources providing food, shelter, rent assistance, clothing, child care options and other types of community assistance. Trained referral specialists are multi-lingual and available to help individuals find the help they need. This coordination of information by United Way simplifies access and increases the effectiveness of the health and human services system, increasing the efficiency of government and not-for-profit service providers, and connects people with education and training opportunities. You can also visit their website to find services and organizations to connect with in your community. Check your listing with them and make sure it is up-to-date with services people are looking for.
- a. Columbia & Greene: <http://www.211neny.org>
  - b. Dutchess, Putnam & Ulster: <http://www.hudson211.org>

## Rebekkah Smith Aldrich, Coordinator for Library Sustainability

### 1. Albany Update

- **State Advocacy a Success** - The final accounting:
  - i. **State Library Aid: \$95.6 million** (\$4 million increase)  
This allocation represents a 4.3% increase in total library aid, which is equivalent to the increase in educational foundation aid. This is the most library aid included in any state budget since FY2008-09.

#### **State Library Construction Aid: \$19 million**

(\$5 million increase) The allocation for the construction aid program was increased by 35% which is the first increase in nearly a decade.

#### **MTA Payroll Tax Reimbursement: \$1.3 million**

Last year we were able to secure a permanent exemption for public libraries and public library systems subject to the MTA payroll tax (those libraries in Dutchess and Putnam counties.) This reimbursement reflects the taxes paid in the previous year. It will be the last year this reimbursement is required.

- **Bullet Aid Requests** Now is the time to request “Bullet Aid” from your NYS Senator. Once again this year, the **NYS Senate** has included ‘Bullet Aid’ in the NYS Budget for “schools, **libraries** and nonprofits.” **MHLS strongly encourages your library to request funds from your Senator.** Rumor has it that the Hudson Valley will be a target for a large portion of these funds.

You could request funds for a capital project, programming that benefits a particular segment of your community, technology... make your ask specific – both in terms of a project/product/service and the dollar amount. Make it something a legislator would be proud to announce in a press release! NYLA has once again provided a **template** to get you started (attached to this report and to be posted on the MHLS Alerts list).

We request that you **copy me on your request letters** so I can help track requests and help to advocate for your request with your legislators.

**When should you do this?** Sooner rather than later. Awards via ‘Bullet Aid’ are typically voted on during the last day of the legislative session (scheduled for June 17) but your legislators need time to get their requests in to their leadership so again, sooner is better.

The funds available are under the discretion of the Senate Republicans. **There is no harm in making requests of both of your elected officials (Senators and Assemblymembers),** in fact, why not!, but only Senate Republicans (and members of the IDC) have these particular funds to allocate.

“Like they say, ‘you gotta ask,’ said Jeremy Johannesen, NYLA Executive Director, “**let’s make sure libraries get their fair share.**”

- Time to push the **NYLA Legislative Priorities:**

[https://www.nyla.org/max/userfiles/Advocacy/2016\\_NYLA\\_Budget\\_&\\_Legislative\\_Priorities\\_2-26-16.pdf](https://www.nyla.org/max/userfiles/Advocacy/2016_NYLA_Budget_&_Legislative_Priorities_2-26-16.pdf)

- i. Includes a bill of great interest to smaller association libraries to *Permit Collaborative Capital Improvements for Small & Rural Libraries*

2. Reminder: **MHLS Action Memo #16-02 Construction Needs Update / Construction Grant Intent** is due May 20th from **all** member libraries.
3. **State Aid for Public Library Construction Grant Program:** Visit <http://midhudson.org/nysconstructiongrant/> for
  - Recording of the Introduction to the State Aid for Public Library Construction Grant webinar
  - MHLS Priorities for Funding
  - MHLS Definition of an Economically Disadvantaged Community
  - Registration link for a NYS Director Services Account (log in info for the grant application once released in June)
  - FEIN and SED Vendor Number information
  - State Historic Preservation Office Approval Documentation for buildings more than 50 years old

4. **A threat to 259 and 414 votes:** The DeWitt Community Library near Syracuse has accrued \$35,000 in legal bills fighting a lawsuit that challenges the library’s right, as an association library, to put their tax levy up for a vote using the school ballot mechanism, also known as the 259 vote. **The lawsuit challenges §259 of Education Law, which also contains the language authorizing libraries to use the municipal ballot option, also known as the 414 vote.** The New York Library Association has started a campaign to raise funds for their Legal Defense Fund to support DeWitt as this lawsuit is escalated. Given that the outcome of this lawsuit can either strengthen libraries’ right to hold a public vote or, potentially, invalidate libraries’ right for a public vote I am urging all of us to consider a donation to the NYLA Legal Defense Fund on behalf of DeWitt. Learn more here: <https://www.nyla.org/max/donate/formnldf.html>

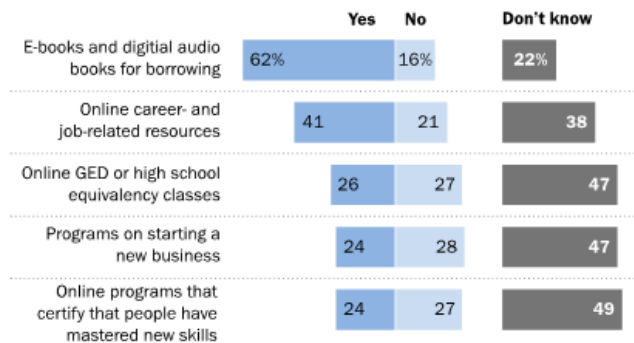
5. **414/259 Vote Planning:** If your library is planning to pursue a 259 or 414 vote in 2016 please let me know.

6. **"Fewer Americans are Visiting Local Libraries - and Technology Isn't to Blame"** If you haven't already, take a look at the newly released data from the Pew Research Center under the header of "Libraries and Learning": <http://www.pewinternet.org/2016/04/07/libraries-and-learning>

- 9% decline in visits to libraries
- Use of library web sites "has leveled off"

**Many do not know if their local libraries offer key learning and education resources**

*% of adults who say these services are offered by their local libraries*



Source: Survey conducted Oct. 13-Nov. 15, 2015. Those who refused to answer not counted.  
PEW RESEARCH CENTER

**7. Upcoming Events:**

- **Essential Trustee Duties & Responsibilities:**
  - Friday May 13, 10:15a-12:30p @MHLS Auditorium
  - Saturday, May 14, 10:15a-12:30p @Starr Library (Rhinebeck)
  - Saturday, May 21, 10:15a-12:30p @Cairo Public Library
  - Wednesday, May 25, 5:30-8:00p @Mahopac Library
- Wednesday, May 25<sup>th</sup>: **Getting It Started: Creating a Friends Group for Your Library** (offered in partnership with the Ramapo Catskill Library System) @Newburgh Free Library
- Thursday, May 26<sup>th</sup>: **Friends Support Group: Keep It Going! Strengthening Your Group** with Lisa Wemett & Terry Mulee of the Friends of Libraries Section of NYLA @MHLS Auditorium
- After the June 2<sup>nd</sup> DA Meeting: **Roundtable for New Directors Topic: Making the most of your director's report to the board**

- Tuesday, June 7<sup>th</sup>: **Construction Grant Technical Assistance Workshop @MHLS Auditorium**
- **NEW DATE:** Tuesday, September 13<sup>th</sup>: Planning Programming that Pops! With Janie Hermann of the Princeton Public Library

### **Bullet Aid Request Template**

I would like to thank you for your tremendous work on behalf of (XYZ library or library system) this session in not only allocating an additional \$4M in state library aid, but for continuing to push New York State’s libraries back to full funding under the law at \$102.6M. Your continued commitment to our state’s libraries recognizes the vital work they do every day in life-long education, small business support, employment assistance, and connecting all New Yorkers to the digital world.

It is my understanding that this year’s budget again allocated ‘Bullet Aid’ for education funding and public library support. I wanted to bring to your attention that last year over 450 libraries across New York State were awarded ‘Bullet Aid’ funding. (OR – Thank you for including XYZ library as one of the over 450 libraries across New York State were awarded ‘Bullet Aid’ last year.)

(XYZ library has an exciting and educational project/program...)

I ask you to consider (OR again consider) supporting XYZ library (OR specific project) when allocating Bullet Aid this session. Your continued support of our community institutions is appreciated.

Thank you again for your ongoing support of our libraries and library systems that serve as a cornerstone of New York’s educational infrastructure.

**Robert Drake, Technology Operations Manager**

#### *Technology Operations Overview*

##### **1. Ticket System for All Requests**

- a. Hello everyone, just a reminder that all Sierra, website, tech everything queries should go to [techsupport@midhudson.org](mailto:techsupport@midhudson.org) . This goes into our ticket system which is directly accessed by five different staff people including myself, Gerry Formby, and Thomas O’Connell. Unlike our individual emails, multiple people are tracking whether or not tickets are resolved in timely fashion.
- b. To this end, please remind your staff to use this as well. While we endeavor to get through every email they send, tickets receive a much faster resolution due to the number of people simultaneously working to solve them.

2. **Sierra Users Guide:** Don't forget the guide on everything Sierra can be found on [kb.midhudson.org](http://kb.midhudson.org), our sierra knowledgebase. Webinars on topics like Create List can also be found at the bottom of the home page. Please remember to distribute the knowledgebase login to your staff if you'd like them to have access. If you have any recommended guides please let us know at [techsupport@midhudson.org](mailto:techsupport@midhudson.org).

#### *IT/Technology*

3. **Updated E-Rate Dates:** The deadline for E-rate Form 471 filings has been extended for libraries until July 21st, 2016. This new deadline does not allow for new requests (the Form 470), but if you've had difficulty filing your form 471 due to insufficient free and reduced lunch data or difficulties with your filing type (library versus library system), these can be resolved during this extended window.

#### *Sierra/ILS*

4. **Encore 4.5:** We are now upgraded to Encore 4.5. This is the latest version. The only enhancement is some bug fixes within certain browser versions.
5. **Mobile Worklists?**
  - a. Sierra has development a mobile app (iOS only) called Mobile Worklists which potentially facilitates weeding, updating records, and other tasks requiring custom lists. We are currently investigating this product and would be interested in what if any interest exists system wide. A video demonstrating the functionality can be found at <https://www.iii.com/community/videos/872>

#### *Programming, Tools, Cataloguing, Other*

6. **Sierra Questions Webinar**
  - a. Automation Coordinator Thomas O'Connell will offer his usual lunchtime webinar of training and Q&A on May 23rd at noon. The topic will be Web management reports! The session will take place via a GotoMeeting session and last about 45 minutes. There is a 15 person attendance limit, so register on our calendar if you'd like to attend.
  - b. If you have ideas about topics you would like to see covered in potential future sessions, please contact Thomas at [toconnell@midhudson.org](mailto:toconnell@midhudson.org) or call him at (845) 471-6060, ext. 221. This session is open to all member library staff members!