

MHLS Directors' Association
Minutes of Meeting – May 5, 2016 rev.
MHLS Auditorium

Columbia County		Dutchess County		Green County		Putnam County		Ulster County	
<input checked="" type="checkbox"/> Chatham	DeLisle	<input type="checkbox"/> Amenia	Devine	<input checked="" type="checkbox"/> Athens	Widrick	<input checked="" type="checkbox"/> Brewster	Loprinzo	<input checked="" type="checkbox"/> Esopus	Dittmar
<input checked="" type="checkbox"/> Claverack	Schoep	<input checked="" type="checkbox"/> Beacon	Raff	<input type="checkbox"/> Cairo	Kamecke	<input type="checkbox"/> Carmel	Buck	<input checked="" type="checkbox"/> Highland	Dempsey
<input type="checkbox"/> Germantown	Place	<input checked="" type="checkbox"/> Beekman	Fortier	<input type="checkbox"/> Catskill	Ray	<input checked="" type="checkbox"/> Cold Spring	Thorpe	<input type="checkbox"/> Hurley	Decker
<input type="checkbox"/> Hillsdale	Briggs	<input type="checkbox"/> Clinton	McGuirk	<input checked="" type="checkbox"/> Coxsackie	Deubert	<input checked="" type="checkbox"/> Garrison	McCreery	<input type="checkbox"/> Kingston	Menard
<input type="checkbox"/> Hudson	Chameides	<input type="checkbox"/> Dover		<input type="checkbox"/> Greenville	Flach	<input checked="" type="checkbox"/> Kent	Donick	<input checked="" type="checkbox"/> Marlboro	Jennerich
<input checked="" type="checkbox"/> Kinderhook	Giraldo	<input checked="" type="checkbox"/> E Fishkill	Goverman	<input type="checkbox"/> Haines Falls	Garcia	<input checked="" type="checkbox"/> Mahopac	Capozzella	<input checked="" type="checkbox"/> Milton	Skelly
<input type="checkbox"/> Livingston	Critchell	<input checked="" type="checkbox"/> Fishkill	Spann	<input type="checkbox"/> Hunter	Bain	<input checked="" type="checkbox"/> Patterson	Haar	<input checked="" type="checkbox"/> New Paltz	Giralico
<input type="checkbox"/> New Lebanon	Bogino	<input type="checkbox"/> Hyde Park	Callahan	<input type="checkbox"/> Windham	Begley	<input type="checkbox"/> Put Valley	McLaughlin	<input checked="" type="checkbox"/> Phoenicia	Potter
<input type="checkbox"/> N Chatham	Kurashige	<input checked="" type="checkbox"/> LaGrange	Potwin					<input type="checkbox"/> Pine Hill	Ortloff
<input type="checkbox"/> Philmont	Garafalo	<input checked="" type="checkbox"/> Millbrook	Harrison					<input checked="" type="checkbox"/> Plattekill	Georghiou
<input checked="" type="checkbox"/> Valatie	Powhida	<input checked="" type="checkbox"/> NE Millerton	Leo					<input type="checkbox"/> Rosendale	Alexander
		<input checked="" type="checkbox"/> Pawling	Conlin					<input type="checkbox"/> Saugerties	Rees
		<input checked="" type="checkbox"/> Pine Plains	Hill					<input type="checkbox"/> Stone Ridge	Ford
		<input checked="" type="checkbox"/> Pleasant Valley	Pulice					<input type="checkbox"/> Ulster	Priest
		<input type="checkbox"/> PPLD	Lawrence					<input checked="" type="checkbox"/> W Hurley	Lustiber
		<input type="checkbox"/> Red Hook						<input checked="" type="checkbox"/> W Shokan	Scott-Childress
		Freudenberger						<input checked="" type="checkbox"/> Woodstock	Dymond
		<input checked="" type="checkbox"/> Rhinebeck	Cook						
		<input checked="" type="checkbox"/> Rhinecliff	Meyer						
		<input checked="" type="checkbox"/> Staatsburg	Rothman						
		<input checked="" type="checkbox"/> Stanford Christiansen							
		<input type="checkbox"/> Tivoli	Corrado						
		<input checked="" type="checkbox"/> Wappingers	Sherman						

MHLS Staff
 Advocate
 Aldrich
 Drake
 Sloan

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

- A. Action Items
 1. Motion by Cook, seconded by Lawrence, to accept the minutes of March 4, 2016. PASSED.
 2. Motion by Dittmar, seconded by Dempsey to accept the recommendation of the Central Library / Collection Development Advisory Board to increase the number of OverDrive holds that patrons can place, and the number of OverDrive items that can be checked out, to 10 each. PASSED

- B. Spotlight on Teen Coding – postponed until July.

C. Reports

1. MHLS

i. Executive Director Sloan

1. Referring to 1D on his report, Sloan said that the *Stakeholders Survey* all had similar results among the three stakeholder groups; all were a perfect bell curve with no outliers; and will inform decisions relating to the Plan of Service and future budgets.
2. Referring to E on his report, schedule for the *Plan of Service*, Sloan said the *Moving Forward* documentation is complete; Lawrence is working on the Central Library Budget; and that the *Plan of Service* format is highly proscriptive.
3. Referring to item 2 on his report, and the chart of *Items Not Checked Out in Three Years and Weeded* Sloan said that the libraries that weeded the most have seen an increase in circulation. There were some questions from the floor inquiring about the accuracy of the numbers and the need for certain columns in the chart and as a result of these comments, R. Drake will redo the chart.
4. Referring to item 3 on his report, Sloan said that on March 19 the MHLS BOT approved the expenditure of \$39,600 from MHLS unassigned 2016 general support aid to fund the 2016 member libraries assessment for Sierra capital fees.
5. Reviewed RFP for broadband, item 4.
6. Item 5, new delivery schedule effective 7/1/16
7. Item 8, Save the Date for the MHLS Annual Meeting, 10/4 at Roosevelt Library in Hyde Park, more space and free pass to museum included

ii. Consultants

1. Assistant Director Advocate – Nothing to add to written report
2. Coordinator for Library Sustainability Smith Aldrich
 - a. Decision on bullet aid will be made by Senate at the end of June
 - b. Construction needs action memo due soon; do online; every library should participate
 - c. Item #4, threat to 259 and 414 votes; DeWitt CL has accrued \$35,000 in legal bills fighting a lawsuit that challenges an association library to use a 259 vote
 - d. Question from the floor asking if all library employee salaries are public records; answer is association libraries are the only ones exempt

Aldrich's opinion is that all trustees should be elected and if anyone is interested in pursuing, she has a procedure that she can share

- e. NYLA defense fund needs contributions

- 3. Technology Operations Manager Drake

- a. There will be an Encore 4.5 upgrade / service pack in about one week
- b. Looking at pricing for Mobile Work Lists which would allow working from the stacks
- c. Courtesy Notices will not be implemented due to incompatibility with Sierra; instead, Central Library is looking at getting a quote for system-wide use of Library ELF

- iii. Board Liaison - Next meeting on May 11 at Kent Library

- 2. Advisory Committees

- i. Central Library/Collection Development – Chair Menard

- 1. Chair Menard reported that the committee considered and declined to use the \$12,000 of extra funds for a reduction in member fees. Possible uses under consideration include OverDrive content, Zinio 2017, Zinio content. No decision will be made in the near future.
- 2. Member cost share supports 25% of OverDrive fiction content
- 3. Library Elf may not be eligible for Central Library money

- ii. Continuing Education/Professional Development — Next meeting 5/10

- iii. Marketing – Chair Thorpe

- 1. Four members met online on 3/23; looking for interested libraries to create a group to explore branding

- iv. Resource Sharing –Chair Dempsey

- 1. Clarification regarding home library; if you give a card to a non-system member, you're the home library
- 2. Clarification on regional ILL requests – ILLs going to prisons have an extra week built into the due date because of the many restrictions that limit prisoner's accessibility.

- v. System Services Advisory – Chair Deubert

- 1. Nothing to report

- D. New/ Proposed Business & Information

- 1. Better World Book Box

- i. Drop-off bin is on MHLS grounds & available 24/7
- ii. guidelines are posted on MHLS page

- iii. No set schedule for box pickup
- iv. There is book sale and remainder disposition info on MHLS site.
- 2. Responses to BOCES RFP for Network Services
 - i. Time Warner and Lightower Fiber were the only two respondents to the RFP put out by BOCES.
 - ii. Shakeout into 3 groups:
 - 1. No bid or a very high price point
 - 2. Time Warner - \$180 - \$240 price range; eRate could offset cost
 - 3. Lightower cost is about \$610 - \$750 before eRate
 - iii. Robert's recommendations:
 - 1. First group, there is no recommendation
 - 2. Second group, should consider eRate
 - 3. Third group, is only feasible with eRate.
 - a. eRate requires filters & policy of removing filters.
 - b. Current eRate libraries may be eligible this year.
 - iv. MHLS is considering it
- 3. Key Takeaways from PLA
 - i. Some programs confirmed that many of us are doing a lot of good things, but we're not promoting ourselves well
 - ii. Pre-conference was disappointing
 - iii. Can use things learned to support changes in home library
 - iv. Project Outcome focused on how we can measure library use beyond circulation

Moved by Dempsey to adjourn; meeting adjourned 11:40 AM.

Respectfully Submitted

Gloria Goverman, Secretary