

## **Executive Director's Report to DA – June 2017**

### **1. 2017-2021 PLAN OF SERVICE**

#### A. Action Plans

- (1) Process<sup>i</sup>
- (2) Action Plans
  - (a) [Phase I: Delivery; Integrated Library System; Cataloging; Coordinated Services \(IT\)](#)
  - (b) [Phase II: Professional Development/Training; Consulting/Development Services; Awareness/Advocacy; Construction; Communication Among Member Libraries](#)
- (3) MHLS Communications to Member Library Patrons
  - (a) [Message to Union Vale Patrons](#)
  - (b) Consumer Reports Pilot Project

### **2. PROPOSED REVISION TO NY PUBLIC LIBRARY MINIMUM STANDARDS**

- A. The System Services Advisory Committee (SSAC) requested each group of county library directors to review and discuss the proposed standards.
- B. MHLS conducted survey regarding PROPOSED REVISION to NY Public Library Minimum Standards. Survey Results from Member Library Directors at:  
<https://www.surveymonkey.com/results/SM-WSFDB3MG/>
- C. May 16 meeting of NY public library system directors resulted in recommendations for revised [NY Public Library Minimum Standards](#) as reported in [PULISDO Meeting Minutes](#).

### **3. APPOINTMENT – MHLS TECHNOLOGY OPERATIONS MANAGER**

- A. Laurie Shedrick is the new MHLS Technology Operations Manager effective June 5.
- B. Laurie has held the position of Business Manager since 2011 with Innovative Interfaces Inc. (III), a leading library technology solutions company serving thousands of libraries in 66 countries and offices worldwide. At III, she managed account plans for libraries throughout the northeast including MHLS, the Nassau Library System, and the Suffolk Cooperative Library System. She served as the MHLS Automation Systems Manager 2002-2011 and as the Library Director of the Town of Ulster (NY) Public Library 1994-2002. Ms. Shedrick was awarded a Master in Library Science degree from the State University of New York in Albany, and a Bachelor of Liberal Arts in History degree from the State University of New York in New Paltz.
- C. MHLS thanks MHLS Technology Operations staff who have provided excellent services during the search for the new Technology Operations Manager. Thomas O'Connell has served as Acting Technology Operations Manager; Nina Acosta has served as Acting Automation Coordinator; and Courtney Wimmers has served as Acting Cataloging Specialist II. Gerry Formby, IT Coordinator, also assumed considerable new responsibilities during the interim period.

### **4. EXECUTIVE DIRECTOR'S EVENT PARTICIPATION – MAY**

- A. MHLS Directors Association Meeting
- B. Jean Ehnebuske Memorial
- C. Public Library System Directors Organization (PULISDO) Conference Call
- D. NY State Library/DLD & PULISDO Conference Call

- E. MHLS Board of Trustees Meeting
- F. PULISDO Minimum Standards Review Meeting
- G. Columbia County Library Directors Meeting
- H. Putnam County Library Directors Meeting
- I. CSEA Local 1000 AFSCME, AFL-CIO Meeting
- J. ClearOne Communications Meeting
- K. Putnam County Libraries Association Annual Meeting

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<sup>1</sup>Planning Process as Approved by the Directors Association and MHLS Board

- (a) The process would group services based on priorities/service areas:
  - (i) Phase I: Delivery; Integrated Library System; Cataloging; Coordinated (IT)
  - (ii) Phase II: Professional Development/Continuing Education; Consulting/Development; Awareness/Advocacy; Construction; Communication Among Member Libraries
  - (iii) Phase III - Cooperative Collection Development; Digital Collection Access; Interlibrary Loan; Cooperative Efforts with Other Library Systems
  - (iv) Phase IV: Coordinated Outreach; Youth Services; Adult Literacy; Early Literacy; Correctional Facilities
- (b) The process would develop, report, review, and adopt Action Plans based on a three (3) month cycle for each phase:
  - (i) First Month – MHLS Staff Develop Discussion Draft of Action Plans per Phase
  - (ii) Second Month – Focus Groups for Stakeholders (i.e., MHLS Trustees, Library Directors, MHLS Staff) Review Actions Plans per Phase
  - (iii) Third Month – Action Plans Finalized and Presented to MHLS Board & Directors Association per Phase
- (c) The process timeline would cover the period of October 2016-September 2017:
  - (i) Phase I – Oct-Dec 2016
  - (ii) Phase II – Jan-May 2017
  - (iii) Phase III – June-Sept 2017
  - (iv) Phase IV – Oct-Dec 2017