

**MID-HUDSON LIBRARY SYSTEM**  
**Central Library / Collection Development Advisory Committee Meeting**

**Date:** May 15, 2018

**Location:** Hudson Area Library

**Committee members attending:**

- Tobi Farley (Columbia)
- Emily Chameides (Columbia)
- Carol Fortier (Dutchess)
- Daniela Pulice (Dutchess)
- Maureen Garcia (Greene)
- Sue Ray (Greene)

- Michele Capozzella (Putnam)
- Carol Donick (Putnam)
- Brooke Dittmar (Ulster)
- Tracy Priest (Ulster)
- Merribeth Advocate (MHLS)

**Staff Attending:** Tom Lawrence, Tom Sloan, Deb Weltsch

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Minutes from 3/16/18 meeting reviewed and approved by Tracy Priest, seconded by Brooke Dittmar.

**Discussion Items:**

1. Central Library Plan Status Report: Report was reviewed. Highlights noted by T. Lawrence. As of May 1, 2018, \$5,336.16 of \$25,794 budgeted for OverDrive content has been spent on 96 units for an average unit cost of \$56. As of April 30, 2018, 494 items purchased with CBA funds. 17 Tuesdays Tips have been designed and shared with member libraries; committee members noted that they appreciate these and share them with their members. Weeding project noted and discussed later in agenda.
2. CLDA/CBA Expenditure Plan: 2018 Working Budget reviewed. Discussion of OverDrive non-fiction spending and how to adjust for the difference between the January to December budget calendar and the State funding cycle.
3. TumbleBooks: Consensus from Dutchess and Columbia County members was that the use doesn't warrant an increase in expense. T. Farley suggested that we might want to also consider the option of discontinuing based on the limited use. T. Lawrence suggested that CL/CDA fund might be able to cover the non-fiction content with the upgrade. E. Chameides suggested either upgrading or discontinuing since the current level's offering is so limited. T. Lawrence will look into potential of CL/CDA funds supporting the non-fiction content if upgrading to Deluxe Package. Committee will review at August meeting the possibility of upgrading or discontinuing resource.
4. 2019 Estimate of E-Resources: Digital Content, Databases, Catalog Enhancements Cost Shares: CL/CDA OverDrive contributions needs adjustment in draft to include content. Budget document will be presented as "worst case scenario", i.e. the most that libraries should expect to be billed for these e-resources. It was noted that the chart does not include individual library commitments for OverDrive content purchases, so libraries should keep that in mind for budgeting purposes. T. Sloan suggested updating the OverDrive Advantage account activities chart to share at each of the DA Business meetings and M. Advocate suggested attaching it to Committee report.

5. Weeding Project Update: T. Lawrence shared summary information on library responses. C. Fortier suggested following up with the library directors who have not responded. C. Fortier will send email. Committee will review results of the project in August. Question was raised as to whether there would there be a better time frame for running these lists.
6. 2018 Continuing Education:
  - a. OverDrive Advantage Marketplace came up as topic for continuing education in conversation re: OverDrive purchasing.
  - b. T. Priest suggested Testing Resources and T. Lawrence suggests this would be better offered on a county-level.
  - c. D. Weltsch suggested News Literacy.
  - d. M. Advocate will offer OverDrive training on county level.
  - e. T. Lawrence and staff will offer training on testing resources – what’s available via System, online, etc., also at the county level.

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**To include in DA Agenda Attachment as an Action Item: 2019 Estimate of E-Resources: Digital Content, Databases, Catalog Enhancements Cost Shares**

- Background: Annually an Estimate of E-Resources is provided to library directors for budgeting purposes. The Central Library/Collection Development Advisory Committee 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)/Central Book Aid (CBA) Program Budget that cost-share the price of E-resources with the member libraries.
- Issue: Each year the Directors Association votes to approve the ‘Estimate of E-Resources: Digital Content, Databases, Catalog Enhancements Cost Shares’ for the coming year. This is intended to be the worst-case scenario for member library budgeting purposes, so each library knows the maximum they will pay in 2019 for cost-shared E-resources.
  - A reminder that as of 2019 there are no dollars listed for member library contributions to an OverDrive shared collection developed with E-resource cost-share funds, as each library has committed to purchasing their own OverDrive content.
- Recommendation: The CL/CD Advisory Committee recommends approving the ‘2019 Estimate of E-Resources: Digital Content, Databases, Catalog Enhancements Cost Shares’

Report on 2018 Advantage Account Activities 1/1/18-5/20/18 - page 1

	2018 E-Resource Cost Share Amount	Has Advantage Account	As per Action Memo		Amount spent 1/1/18-5/20/18		
			Agreed to Purchase	Asked for MHLS Invoice	Group Acct Purchasing	Advantage Purchasing	Advantage Purchasing - Preorder
<b>Columbia County Libraries</b>							
Chatham Public Library & Canaan Branch	\$428.04	x	x			\$818.26	\$7.99
Claverack Free Library / Philmont Public Library (shared acct: \$210.06 Claverack = \$62.40 Philmont = \$272.46)	\$272.46	x	x			\$1,039.18	
Germantown Library	\$88.42	x	x			\$701.82	\$19.99
Hudson Area Association Library	\$492.25	x	x			\$587.19	
Kinderhook Memorial Library	\$293.50	x	x				
Livingston Free Library	\$15.93	x	x				
New Lebanon Library	\$104.31		x				
North Chatham Free Library	\$45.12	x	x			\$1,302.27	\$39.98
Roeliff Janson Community Library	\$321.97	x		x			
Valatie Free Library	\$196.57	x	x			\$138.00	
<b>Dutchess County Libraries</b>							
Adriance Memorial Library & Boardman Road Branch	\$3,399.99	x	x			\$13,172.50	\$286.96
Amenia Free Library	\$200.74			x			
Beekman Library	\$661.63	x	x			\$7,832.50	\$193.99
Clinton Community Literary Association	\$195.13	x	x			\$1,159.85	
Dover Plains Library	\$393.64			x			
East Fishkill Community Library	\$1,313.61	x	x			\$9,241.11	\$313.97
Fishkill - Blodgett Memorial Library	\$570.53	x		x			
Grinnell Library Association	\$1,223.97	x	x			\$836.90	
Howland Public Library	\$1,235.10		x				
Hyde Park Free Library	\$822.81	x	x				
LaGrange Association Library	\$711.81	x	x			\$6,489.13	\$156.98
Millbrook Free Library	\$214.54	x	x			\$2,001.78	\$59.99
Northeast-Millerton Library	\$137.16	x	x			\$299.31	\$19.99
Pawling Free Library	\$382.97	x	x			\$1,709.78	
Pine Plains Free Library	\$111.91	x	x		\$144.99	\$325.91	
Pleasant Valley Library	\$437.67	x	x			\$2,684.29	
Red Hook Public Library	\$88.74	x	x			\$611.63	
Rhinecliff - Morton Memorial Library	\$33.49		x				
Staatsburg Library Society	\$154.13	x	x				
Stanford Free Library	\$173.00	x	x			\$50.50	
Starr Library	\$341.56	x	x				
Tivoli Free Library	\$50.59	x	x			\$718.58	

Report on 2018 Advantage Account Activities 1/1/18-5/20/18 - page 2

	2018 E-Resource Cost Share Amount	Has Advantage Account	As per Action Memo		Amount spent 1/1/18-3/12/18		
			Agreed to Purchase	Asked for MHLS Invoice	Group Acct Purchasing	Advantage Purchasing	Advantage Purchasing - Preorder
<b>Greene County Libraries</b>							
Cairo Public Library	\$301.83	x	x				
Catskill Public Library & Palenville Branch	\$564.42	x	x			\$9,982.67	\$257.95
D.R. Everts Library	\$138.38	x		x			
Greenville Public Library	\$169.20	x	x				
Heermance Memorial Library	\$403.56	x	x			\$401.99	
Hunter Public Library	\$166.89		x				
Mountain Top Library	\$85.71	x	x			\$154.63	
Windham Public Library	\$77.06		x				
<b>Putnam County Libraries</b>							
Alice Curtis Desmond/Fish Library	\$317.71	x	x			\$159.96	
Brewster Public Library	\$832.81	x	x			\$1,231.92	
Julia L. Butterfield Mem. Library	\$119.51	x	x		\$4,041.52	\$25.59	\$59.99
Kent Public Library	\$611.22	x	x			\$1,785.11	
Mahopac Public Library	\$1,206.50	x	x			\$8,113.57	\$109.99
Patterson Library	\$544.06	x	x				
Putnam Valley Free Library	\$534.38	x	x			\$2,135.54	\$60.00
Reed Memorial Library	\$345.86	x	x			\$660.87	
<b>Ulster County Libraries</b>							
Elting Memorial Library	\$633.66	x	x				
Highland Public Library & Clintondale Branch	\$566.28	x	x			\$5,634.08	\$251.50
Hurley Library Association	\$129.65	x	x			\$276.99	
Kingston Library	\$1,081.20	x	x			\$1,968.85	\$129.98
Marlboro Free Library	\$574.15	x	x			\$1,345.85	
Olive Free Library Association	\$199.97	x	x				
Phoenicia Library	\$139.60			x			
Pine Hill - Morton Memorial	\$12.44			x			
Plattekill Library	\$379.57	x	x				
Rosendale Library	\$274.90	x		x			
Sarah Hull Hallock Free Library	\$60.00	x	x			\$414.00	
Saugerties Public Library	\$881.59	x	x			\$627.92	
Stone Ridge Library	\$253.73	x	x			\$145.50	
Town of Esopus Library	\$409.12	x	x			\$221.49	
Town of Ulster Public Library	\$557.82	x	x			\$65.00	
West Hurley Public Library	\$151.68	x	x			\$496.96	
Woodstock Public Library District	\$266.26	x	x				
<b>TOTAL</b>	<b>\$28,104.01</b>			<b>\$2,052.20</b>	<b>\$4,186.51</b>	<b>\$87,568.98</b>	<b>\$1,969.25</b>
<b>TOTAL member library purchasing</b>							<b>\$93,724.74</b>