

MID-HUDSON LIBRARY SYSTEM
System Services Advisory Committee Meeting

Date: October 4, 2018

Location: MHLS Auditorium

Committee members attending:

- Thea Schoep (Columbia)
- Julie DeLisle (Columbia)
- Tom Lawrence (Dutchess)
- Mary De Bellis (Dutchess)
- Margie Menard (Ulster)
- Sue Ray (Greene)

- Catherine Benson (Greene)
- Gina Loprinzo (Putnam)
- Stephanie Harrison (Putnam)
- Julie Dempsey (Ulster)
- Rebekkah Smith Aldrich (MHLS)

Staff Attending: Linda Vittone (MHLS), Laurie Shedrick (MHLS), Merribeth Advocate (MHLS)

Action Item:

1. Review and recommend annual DA meeting calendar

There were no objections to the proposed meeting calendar. Rebekkah will put together a list of dates for the DA meetings/workshops and send out by email to the committee for approval. Dates will be presented to the DA at the November meeting. All were in agreement. Workshop presentation topics are needed for March, May and July.

2. Review and recommend allocation of member capital fund

Laurie reviewed some of the fees that might be associated with ILS migration or module enhancements. It was decided that more information was needed before a decision can be made regarding the capital fund. The recommendation for right now is that no change should be made.

3. Choose DA/SSAC officers and board liaisons for the coming year

SSAC Chair – Thea Schoep
Vice Chair – Tom Lawrence
Second Vice Chair – Margie Menard
Secretary – Julie DeLisle
Assistant Secretary – Gina Loprinzo

MHLS Board Liaisons:

Jan. 19 - Julie Dempsey
March 23 – Mary De Bellis
May 8 – Julie DeLisle
July – Tom Lawrence
Sept – Stephanie Harrison
December – Tom Lawrence (tentative)

Continued Business:

4. DA bylaw revisions

Tom reviewed the proposed changes to the bylaws, and discussion focused on agenda attachments. It was decided to omit the addition of the sentences in blue and keep the overstruck (original) language regarding items requiring a vote. The final draft will be presented to the DA as an action item at the November meeting.

5. Continued review of MHLS action plan

Based on input from the SSAC over the past year, the recent stakeholder survey, and the ultimate results of the Listening Tour in each county, Rebekkah is working with senior MHLS staff to make adjustments to the 2019 Action Plan. For example, Laurie will be offering more training for member library staff on the topic of Sierra in the coming year.

6. 2019 RFPs: Update on timelines and process

Rebekkah discussed RFP for delivery. There will likely be an increase in delivery costs, and Saturday delivery will not be added back in. Goal is to have decision in place by end of February.

ILS issues were discussed at the DA workshop which took place directly before the SSAC meeting. The whitepaper is coming to the DA in November, and the DA will vote on a path forward at the February 2019 meeting.

New Business:

7. Telephone Notification System (TNS)

Teleforms is an Innovative product that is no longer supported and will not be used moving forward. We'll be using a new, better product that works over digital lines called I-Tiva (which is supported by both Innovative and Sirsi/Dynix). It was agreed that all libraries shouldn't have to pay. Libraries who don't participate currently need to be given information about the costs involved. The suggestion was to get projected costs based on individual library usage. An action memo will be issued to all directors.

8. Review of MHLS mid-year budget & 2019 financial forecast

The MHLS Board passed the mid-year budget; increase in aid was 1.1% (\$16,805) from the state. There are no anticipated unassigned funds. Rebekkah emphasized the importance of continued state level advocacy.

Next SSAC meeting will be determined by a Doodle Poll.