

MID-HUDSON LIBRARY SYSTEM

Central Library/Collection Development Advisory Committee Meeting

Date: 1/16/19

Location: MHLS Conference Room

Committee Members Attending:

- ✓ Emily Chameides (Columbia)
- ✓ Daniela Pulice (Dutchess)
- ✓ Carol Fortier (Dutchess)
- Tracy Priest (Ulster)
- Brooke Dittmar (Ulster)
- Sue Ray (Greene)
- Maureen Garcia (Greene)
- ✓ Michele Capozzella (Putnam)
- ✓ Carol Donick (Putnam)

Staff attending: Rebekkah Smith Aldrich, Laurie Shedrick, Tom Lawrence, and Deb Weltsch

Committee Orientation

1) Committee Charge

- a) The committee charge and related activities were reviewed:
“The charge to the Central Library/Collection Development Advisory Committee is to oversee Central Reference services and to ensure that system-wide collections and resources are comprehensive and responsive to patron needs. Activities include:
 - Review and recommend approval of Central Library State Aid application and budget consistent with State guidelines
 - Develop Central Library Service Plan
 - Review and recommend measures that enhance system-wide collection development and resources sharing as relates to the Committee charge
 - Examine system-wide holdings and materials needs
 - Evaluate and recommend electronic resources
 - Review and recommend measures that enhance the delivery of reference services system-wide.”
- b) The recommendation process was also reviewed:
 - County association, MHLS staff, or Central Library staff recommendation to the CL/CD Advisory Committee
 - CL/CD Advisory Committee charges MHLS staff or Central Library staff to investigate further and report back

There was a general discussion about what might replace Chilton’s and Consumer Reports. Lynda.com, Niche Academy and Oasis Training were suggested.

2) Central Book Aid (CBA)Central Library Development Aid (CLDA) Guidelines

The Committee reviewed the guidelines as published on the New York State Library website (<http://www.nysl.nysed.gov/libdev/clda/index.html>). Rebekkah noted that expenditures are to strengthen services for the entire library system and Tom added that purchases are solely for adult patrons.

3) Central Library Plan of Service 2017-2021

Tom reviewed the plan and stated that the six elements are driven by the way New York State wants information provided to them.

4) CLDA/CBA Expenditure Plan

- a) Tom presented and reviewed the 2019 CLDA/CBA budget proposal. Since JobNow and Mango are currently the only databases purchased, there is a contingency of approximately \$30,000.
- b) Timeline:
 - Input to Central Library from the Committee: Ongoing
 - Draft to Committee: 3rd quarter
 - Vote on plan by the Committee: 1st quarter or 4th quarter depending on the timing of meetings

5) 2019 Committee Chair & Secretary

- Carol Fortier, Chair
- Michele Capozzella, Secretary

6) 2019 Committee Meeting Schedule

- a) January 16 [DA packet deadline: Feb 12]
 - Orientation to the Committee
 - Review of Committee charge
 - Planning for the year
- b) March (date TBD) [DA packet deadline: April 1]
 - Review Overdrive Collection Development Guidelines
 - Review potential changes to e-resources cost-share based on usage reports
 - Review and recommend proposed CLDA/CBA budget for the following year
- c) May (date TBD) [DA packet deadline: June 3]
 - Finalize and recommend e-resources cost-share
- d) September (date TBD) [DA packet deadline: October 29]
 - E-magazine collection/service review for finalizing order on October. E-magazine renewals should be discussed at the May County meetings.
 - Discuss and decide on Spring/Fall training for the following year

Carol will send out a Doodle poll to determine the dates of upcoming meetings.

7) E-Resources Fee

- The 2019 E-Resources: Digital Content, Databases, Catalog Enhancements Cost Share Estimate, approved by the DA 6/6/2018, was reviewed. The copy presented at the meeting still reflected a cost for Chilton's which will be removed. The Committee agreed that an up to date copy of the chart will be available on the MHLS website.

- Digital Collection renewal dates
 - RBDigital: January [Platform \$7,500 plus content funded from a variety of sources, approximately \$13,000]
 - Novelist: April [\$18,350]
 - JobNow: May [\$4,600]
 - Syndetics: see below under Agenda
- Digital Collection Deaccessioned
 - Chilton's: done as of January 1, 2019
 - Consumer Reports: done as of August 31, 2019

Agenda

8) Review minutes of last meeting

The minutes of the October 15, 2018 meeting were reviewed and accepted.

9) 2019 CLDA/CBA Expenditure Plan Approval

The 2019 CLDA/CBA Expenditure Plan reviewed during Committee orientation was approved.

10) Catalog Enhancements Update

The Syndetics Unbound subscription will launch February 1. Since Laurie is a negotiating rockstar, Proquest is willing to prorate what we have already paid in December and, if we sign a three year contract, keep the annual increase to 2%. This means our cost in 2019 will be \$3,834 and a little over \$22,000 from the amount originally budgeted can be added to contingency.

11) Training Update

Spring 2019: Collection Development Assessments

Fall 2019: Media Literacy/Helping Patrons Evaluate Information Sources

There was a discussion about the various ways Bev is able to run reports and how they can be sorted using Excel. It was suggested that instruction on how to sort in Excel might be helpful. In addition, there was a general feeling among Committee members that it would be helpful to provide an overview of the products to which we currently subscribe and what information they provide.

12) Cooperative Collection Development

A message will go out in the first quarter in regards to the annual weeding list, compiled by Bev at the Central Library, to be distributed to each MHLS member library.

The meeting adjourned at 12:00 pm.

Respectfully submitted,
Michele Capozzella