

MID-HUDSON LIBRARY SYSTEM
System Services Advisory Committee Meeting

Date: March 6, 2019

Location: MHLS Auditorium

Committee members attending:

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

Catherine Benson (Greene)
 Gina Loprinzo (Putnam)
 Stephanie Harrison (Putnam)
 Margie Menard (Ulster)
 Julie Dempsey (Ulster)

Staff Attending: Rebekkah Smith Aldrich (MHLS), Laurie Shedrick (MHLS), Linda Vittone (MHLS)

Others Attending: Carol Fortier (Chair of Central Library/Collection Development Advisory Committee)

Action Items:

1. RFP for Delivery Service Evaluation

Background: The current service contract ends June 30th. An RFP was issued January 2, and bids from 6 vendors were opened February 4. If we stay with our current vendor, we need to let them know by April 1st. If we move to a new vendor, we'd need to give them 60-90 days' notice. The current contract was for \$303,472.

MHLS operating funds are made up of state aid (75%) and Member Assessment (25%). Fiscal conservation efforts at MHLS include creating a new position at a lower price point and renegotiating other contracts for services such as ILS and phone/data. MHLS has been able to earmark \$330,400 toward delivery services for the coming year. However, this is not necessarily true for 2020 and 2021.

The Central Library Development Aid budget currently has \$30,000 unassigned, as well as \$22,000 which has been freed up with the cancellation of Consumer Reports. Carol pointed out that the CL/CD Advisory Committee has discussed other options for allocating these funds.

Tom said approximately \$20,000 could potentially be reallocated if/when member libraries are trained in Decision Center, thereby eliminating the need for his staff to provide weeding reports. Another option is to increase members' assessments.

The committee was in favor of both using the Central Library funds and an increase in the members' assessment if necessary to meet future needs of a delivery service contract.

Rebekkah, Linda, and Laurie will work with Tom, Thea, and Carol to chart out an assessment plan for the coming 3 years. A proposal will be presented at the March 22nd DA meeting, with a decision to hopefully be made at the April meeting.

Discussion Items:

1. 2019 Meeting Event Topics

June 11 – Spotlight: Sexual Harassment Prevention Training
Organizer: Julie D.

July 11 – Staff Performance Appraisals
Organizer: Rebekkah

October 3 – Workshop: Case Studies
Organizer: Tom

November 6 – Luncheon
Organizer: Mary

Next SSAC meeting: TBD

Respectfully submitted,
Gina Loprinzo
Assistant Secretary