

MHLS Directors Association | Meeting Minutes

February 3, 2022 | Via GoToMeeting

Columbia County			Dutchess County		Greene County			Putnam County		Ulster County				
X	Chatham	McCreery	X	Amenia	Herow	X	Athens	Benjamin	X	Brewster	Loprinzo	X	Esopus	Dittmar
	Claverack	Schoep	X	Beacon	Salierno		Cairo	Kamecke	X	Carmel	Buck	X	Highland	Dempsey
	Germantown	Place	X	Beekman	Fortier	X	Catskill	Hague	X	Cold Spring	Reinhardt	X	Hurley	Campbell
X	Hillsdale	Gaskell	X	Clinton	Bancroft	X	Coxsackie	Benson		Garrison	Farabaugh	X	Kingston	Menard
X	Hudson	Chameides	X	Dover	Perolli		Greenville	Flach	X	Kent	Donick	X	Marlboro	Jennerich
X	Kinderhook	Dragon	X	East Fishkill	Goverman	X	Haines Falls	Garcia	X	Mahopac	Capozzella	X	Milton	Skelly
X	Livingston	Tremper-Wollerton		Fishkill	Spann	X	Hunter	Pushman	X	Patterson	Harrison	X	New Paltz	Murphy
X	New Lebanon	Hoffman	X	Hyde Park	Chance		Windham	Begley		Putnam Valley	Faria	X	Phoenicia	Potter
	North Chatham	Wills	X	LaGrange	De Bellis								Pine Hill	Vella
X	Philmont	Farley	X	Millbrook	Tsahalis							X	Plattekill	Lansperg
X	Valatie	Powhida	X	NorthEast-Millerton	Leo-Jameson							X	Rosendale	Scott-Childress
			X	Pawling	Avery								Saugerties	Russell
			X	Pine Plains	Tackett								Stone Ridge	Ford
				Pleasant Valley	Pulice							X	Ulster	Collins
			X	Poughkeepsie	Lawrence								West Hurley	Lustiber
			X	Red Hook	Jardine							X	West Shokan	Lawlor
			X	Rhinebeck	Cook							X	Woodstock	Gocker
			X	Rhinecliff	Bartlett									
			X	Staatsburg	Rothman									
			X	Stanford	Cerul							X	MHLS Staff	
			X	Tivoli	DelPriore							X	Rebekkah Smith Aldrich	
			X	Wappingers	Harrison							X	Laurie Shedrick	
												X	Casey Conlin	

Meeting Called to Order by Chair Dragon at 10:00am

This meeting is AnnaLee Dragon's first DA meeting as Chair and last MHLS meeting as she moves on to become the Executive Director of NYLA on February 14, 2022. She expressed excitement for her new position and thanked the directors and MHLS staff for their support and comradery during her Directorship at the Kinderhook Library. Rebekkah wished her well and expressed her thanks for all AnnaLee has done for MHLS, serving and chairing various committees, and being a passionate library advocate.

AnnaLee welcomed 4 new Directors:

- Ben Gocker - Catskill
- John Faria – Putnam Valley
- Ivy Gocker - Woodstock
- Matt Pavloff - Kinderhook

B. Action Items

1. **Approval of November 2021 minutes:** Avery motioned, Cook seconded, passed unanimously
2. **Update to Resource Sharing Standards: Management & Reports, section 1 (previously called “Updating Passwords”):** Reorganize the order of elements and update the language for clarity and purpose. Lawrence motioned, Gaskell seconded, passed unanimously
3. **Discontinuation of General Material Designation (GMD) in MHLS Catalog Records:** : MHLS catalogers should remove all instances of GMD terms in existing records, including [videorecording], [sound recording], [electronic resource], [kit], [realia], [cartographic material], [microform], [vertical file], [braille], & [picture]. MHLS Cataloging staff should not include GMD terms in any new records cataloged going forward. De Bellis motioned; Capozzella seconded, passed unanimously.
4. **2023 Assessment Table Rolling Three-Year Average Dates:** To move forward, for another year, with using 2017-2019 as the Three-Year Average for the 2023 table. Lawrence motioned; Dempsey seconded, passed unanimously.
5. **OverDrive Reciprocal Lending Agreement with the Upper Hudson Library System:** To authorize MHLS staff to move forward with an agreement with UHLS using the following parameters in the agreement:
 1. Visiting patrons will not be allowed to recommend titles for purchase
 2. Visiting patrons will not be allowed to place holds on titles
 3. Visiting patrons will be allowed to check out metered titles
 4. Visiting patrons will not be allowed to check out CPC titles.

Dempsey motioned; Chance seconded, passed unanimously

C. New/Proposed Business & Information: None

D. Reports

1. Advisory Committee Reports
 - a. System Services Advisory Committee (met on 1/25/22):

SSAC is seeking a new DA chair in light of AnnaLee Dragon moving on to NYLA. Johanna Reinhardt, Director at Cold Spring, has assumed the role of Assistant Secretary. 2022 Board liaisons were assigned. All other business as indicated in the meeting minutes attachment.
 - b. Resource Sharing Advisory Committee (met 1/27/22): looking into the creation of separate BIB records for paperbacks, developing written standards for the sharing of digital items, and an alternate ptype for different service levels, as requested by Kingston Library. Kingston will be a pilot library to see how this ptype would work. Discussed the recommendation submitted by MHLS cataloging to remove GMD (General Materials Designation) subfields from all records and discontinue them for future use.

- c. Central Library/Collection Development Advisory Committee (met on 1/24/22): Reiterated the process for recommending resources to Laurie Shedrick, which begins with County association, MHLS Staff, or Central Library Staff recommending a product to the CL/CD Advisory Committee for consideration. Emphasized that there is work to be done by members to invest more funds in the OverDrive collection and all three committees are discussing this issue. Discussed the need for training on OverDrive reports to guide more appropriate e-book purchasing. Recorded training is available (links forwarded by Rebekkah) and you can request custom training from Nina Acosta at MHLS using the [Custom Workflow Consultation request form](#).

2. MHLS

- a. MHLS Report to Member Library Directors

Aldrich

- *Niche Academy* will be in place for the trustee training mandate effective 1/1/2023. This platform will streamline training opportunities and maintain training certificates for all trustees.
- Reiterated the need for strong advocacy to restore the funding cut to construction aid for the NYS 2022 Library budget and to increase library aid to meet state-wide needs. Please reach out to your legislators.
- There is construction money available this year – plan early and contact Casey about your building project.
- Magazine donations via MHLS delivery to correctional facilities has been extended through 6/30/22 – check the guidelines in the MHLS Report; not sure if it will be extended further.

Conlin

- *The Library of Local* begins year 2 with the goal of raising awareness of climate change and building connections to make a survivable community. Interested libraries should contact Casey. The application deadline is February 15.
- *The Digital Navigators of the Hudson Valley* program application period has closed, but if anyone is still interested in participating, please contact Casey.
- *PILOT payments* : Public Libraries (municipal, school district, and special district public libraries) are eligible to receive “Payments in Lieu of Taxes” (PILOT) payments. To ensure your library is included, contact the Industrial Development Agency (IDA) for your county.
- *Municipal Ballot (414) Votes*: MHLS is pushing hard to advocate for a reduction in the number of signatures required to place a library referendum on the ballot. Association and municipal public libraries are encouraged to reach out to their respective Senators and Assemblyperson to advocate for this bill.
- NYS Annual Report software is open and there have been many changes in the programs section. The report is due to MHLS February 25. Please contact Casey with any questions about the report.

Shedrick

- Sierra, Encore, Decision Center and Vega servers will all be moving on March 30th out of Amazon and into Proquest. Logins and access will not be affected.
- Relayed the plan of launching Vega; PPLD working with MHLS in the pilot phase and Tom Lawrence reported patron excitement about the product; the plan is to expand review to 5 libraries, so contact Laurie, if interested.
- If you are thinking of going fine free, there is a website link in the report from MHLS with useful information and articles. If you are planning to go fine free, please open a ticket at least a week before your intended “go live” date.
- Prices for IT services and equipment have gone up by 25%.
- The OverDrive app will be replaced by the Libby app for new digital book users, effective February 23. Patrons that currently have the OD app can still use it, but it will no longer be available at the Apple App Store, Google Play, and Microsoft Store.
- There is a custom gigabit toolkit to help understand your technology situation - link provided in the MHLS Report.

b. Board Liaison Report:

Gina Loprinzo, SSAC rep, attended the MHLS Board meeting on 1/11/22 and relayed that a highlight of the meeting was Rebekkah’s presentation on digital equity and inclusion, which is an ongoing issue in several counties. The Board discussed gender neutral protocols for meetings. There is a new trustee on the Board representing Putnam County.

There being no further business, a motion to adjourn the meeting at 11:32 am was made by Chance, seconded by Dragon.

Respectfully submitted by Mary M. De Bellis, Secretary

Next: DA Business Meeting: April 15, 2022 – 10:00 am