

# MHLS Directors Association | Meeting Minutes

June 14, 2022 | Via GoToMeeting

Columbia County			Dutchess County			Greene County			Putnam County			Ulster County		
	Chatham	McCreery	X	Amenia	Herow	X	Athens	Benjamin	X	Brewster	Loprinzo	X	Esopus	Dittmar
X	Claverack	Schoep	X	Beacon	Salerno		Cairo	Kamecke	X	Carmel	Buck		Highland	Dempsey
	Germantown	Place	X	Beekman	Fortier	X	Catskill	Ford	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	Pavloff	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		Hyde Park	Chance		Windham	Begley		Putnam Valley	Stubbs	X	Olive	Lawlor
	North Chatham	Wills	X	LaGrange	De Bellis							X	Phoenicia	Potter
X	Philmont	Farley	X	Millbrook	Tsahalis								Pine Hill	Vella
X	Valatie	Powhida	X	NorthEast-Millerton	Leo-Jameson							X	Plattekill	Lanspergy
				Pawling	Avery							X	Rosendale	Scott-Childress
				Pine Plains	Tackett							X	Saugerties	Russell
			X	Pleasant Valley	Pulice								Stone Ridge	Ford
			X	Poughkeepsie	Lawrence							X	Ulster	Collins
			X	Red Hook	Jardine								West Hurley	Lustiber
			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	
													Kerri Carpenter	

Meeting Called to Order by Chair Capozzella at 10:00 am. She welcomed new Catskill Library Director Caroline Ford and noted that this was Steve Cook's last DA meeting, as he is retiring as Director at Rhinebeck. We all wished Steve well and are sorry to see him leave MHLS.

## A. Action Items

1. **Approval of Minutes: April 2022** - Thea S. motioned, Katie S. seconded, passed unanimously.
2. **2023 Member Assessment Table** – Carol F. motioned, Mary D. seconded, passed unanimously.
3. **Equity, Diversity, and Inclusion Statement for the Online Catalog** – reservations about the specific wording were expressed with a discussion and suggestions. No changes were made to the proposed statement. Thea motioned, Catherine B. seconded, passed by the majority with one “no” vote.
4. **Fines Policy Review** – after a discussion for clarification, Gloria motioned, Wendy seconded, passed unanimously.
5. **Cataloging Discrete Version of Bibliographic Records. This includes trade paperback and mass paperbacks and Library Bindings (effective with launch of Vega Discover catalog)** – after a discussion with much clarification, Tammy G. motioned, Katie S. seconded, motioned passed by the majority with one “no” vote.

Daniela thanked Laurie and the Cataloging Department for previously meeting with her, addressing her concerns, and answering her specific questions.

B. New/Proposed Business & Information - **None**

C. Reports

a. Advisory Committee Reports

**System Services Advisory Committee (Michele C.): met May 10<sup>th</sup>:** The September DA meeting will be virtual; November meeting will be in person, **unless** a county's infection status is in the red zone and then will revert to virtual. Suggested that each advisory committee do what's best to enable their Secretary to both actively participate and take the minutes, e.g., record meeting and take minutes afterwards. Rebekkah provided a mid-year report on the MHLS Plan of Service.

**Resource Sharing Advisory Committee (Jeanne B.): met May 31:** Items are being returned to member libraries for being damaged beyond use when they are not. These returns increase the wait time for patrons. The committee recommends that directors discuss this issue with their staff. They are working on wording to make the policy clearer and on making visuals to better illustrate what denotes damaged beyond use.

**Central Library/Collection Development Advisory Committee (Stephanie H.): met May 3:** Awaiting feedback from county discussions regarding subscriptions to digital World Book and Bookflix. OverDrive training took place yesterday and another session is planned for November. Tom L. spoke about the State Library Central Library Book Aid purchasing guidelines. They are in review to be less restrictive (can only be used to purchase print adult fiction, nonfiction, and foreign language materials). Revisions will most likely not be effective this year.

b. MHLS

i. Staff Report

**Rebekkah:**

- MHLS conducted their annual review of stops based on circulation using member data from 2018, 2019, 2021 (leaving out 2020 due to COVID-19) and at this time, even though there were seven libraries that would have normally had stops decreased, all libraries will remain at their current number of stops due to the impact of the pandemic over the past year.
- There were a record number of new directors this year, so they should please take advantage of these 2 upcoming events: **New Directors Forum: Toward Gigabit Libraries:** Tuesday, June 14th from 12:30-2:00pm. **New Directors Meet Up:** Friday, July 22 from 10am-12pm in person @MHLS Auditorium.
- *The Trustee Handbook Book Club* is restarting in the fall and Jerry Nichols will be returning. Trustee training sessions will take place in the spring and fall as usual. *Pathways to Sustainable Funding (MHLS Trustee Education Series)* is recommended for all trustees to aid in securing adequate funding in a multi-year way.
- Upcoming trainings of note: support for book challenges program being coordinated with lawyer Stephanie "Cole" Adams; was in *Justice at Work: in Public Libraries: Understanding Power, Oppression, Resistance and Solidarity*; *MHLS Mini-Conference on Equity, Diversity & Inclusion (EDI)*; *Fostering LGBTQ+ Inclusive Libraries & SafeZone Training*.
- Open Meetings Law: state of emergency for COVID ends today, unless it's extended by the Governor. If extended, Board meetings can be fully virtual; if lifted, remote

participation by individual trustees may be allowed under “extraordinary” circumstances as outlined in the law and passed at a public hearing by the Board at your library. See Rebekkah for any questions and assistance with this process.

- Movie licensing group discount available – email Kerstin Cruger by 7/22 if interested.
- The Great Give Back – libraries in all 5 counties are participating and this is a great showing.
- Awaiting the Governor’s signature (or not) on a bill that passed requiring the NYS Department of Taxation and Finance to produce a public report on all areas of the state where taxpayers are double taxed for library services.
- Looking for a replacement for Kyra as Cataloging Specialist at MHLS.
- Rebekkah is the point person for the Construction Grant in Casey’s absence. She recommended attending the technical assistance webinar and to get your questions in to her early for a smoother application process.
- Candidates are being interviewed to replace Casey. In the meantime, please use the list that was distributed for contacts at MHLS in areas led by Casey.
- Outreach Mini-Grants are due June 24.
- Correctional Facility Magazine Donations: The temporary allowance for member libraries to send discarded magazines to MHLS via MHLS delivery for donation to correctional facilities has been extended through the end of 2022.

**Laurie:**

- A new date due slip option is available that can show the actual cost of an item rather than the estimate, based on prices from 2015. Open a ticket with tech support if you are interested in the new slip.
- Mahopac is on board as the 6<sup>th</sup> pilot site for Vega. Much of Vega has not been tested with consortia, so it is still in a (long) development phase. Hard stops to rollout: holds management process and front facing pages.
- Changes to Microsoft donation program eligibility through Tech Soup – be sure to check these links for important information affecting public libraries:  
<https://blog.techsoup.org/posts/helping-public-libraries-navigate-microsofts-program-changes>  
<https://page.techsoup.org/microsoft-librariesletter-march-2022>
- Ignore the notification from OverDrive about an IP address change – nothing you need to do.

ii. Board Liaison Report

SSAC Rep Catherine Benson (Coxsackie) attended the MHLS Board meeting on 5/12/22:

- Joan Kay was recognized for her many years of service to MHLS in the wake of her retirement.
- The Board is thinking on a global level for sustainability, using local and renewable resources; working on making the MHLS website ADA compliant; EDI working group gave a presentation; will conduct an evaluation for their Board.
- Reported a pleasant visit to the Patterson Library Board meeting, noting the mutual respect between the Board and the Director. They are eager to attend Board meetings at the libraries, so please invite them. They are very impressed with the Library of Local project.

There being no further business, a motion to adjourn the meeting at 11:23 am was made by Margie M., seconded by Brooke D.

Respectfully submitted by Mary M. De Bellis, Secretary

Next:

- DA Business Meeting: September 16, 2022 @ 10am via GoToMeeting