

MHLS Directors Association | Meeting Minutes

September 22, 2023 | Via Zoom

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

Meeting Called to Order by Chair Michele Capozzella at 10:00am.

A. Action Items

- 1. Approval of Minutes: June 2023:** Margie M. motioned; Donna P. seconded. There being no objection, the motion was adopted.
- 2. Temporary Resident Account:** Tabled by the Resource Sharing Committee for stronger revisions.
- 3. OverDrive Purchasing:** Update the previous recommendation in Holds-4E to include the review schedule. Carol F. motioned; Tammy G. seconded. Inquiry raised about the Ad Hoc OD Committee sunseting or becoming a permanent committee – to be discussed at a future AH OD committee meeting. Purpose of the spending reports clarified as educational, not punitive, and will be distributed to all the Directors in conjunction with review by the AH OD Committee. Motion passed with 36 yes votes, 1 no vote and 4 abstentions.

4. **Language Consistency: Should:** Replace the word “should” in all of the appropriate places indicated on the agenda attachment. Mary D. motioned; Thea S. seconded. There being no objection, the motion was adopted.
5. **Language Consistency: Card:** Replace the word “card” in all of the appropriate places indicated on the agenda attachment. Thea S. motioned; Julie K. seconded. Suggestion accepted to change the word “issuing” to “creating” in bullets 1 and 3 on the attachment. There being no objection, the motion was adopted as amended for the word “issuing”.
6. **Language Consistency: You:** Replace the word “you” in all of the appropriate places indicated on the agenda attachment. Carol F motioned; Jesse C. seconded. There being no objection, the motion was adopted as amended for a typo correction in the last bullet.
7. **Preferred Name/Legal Name:** Create the possibility for both a preferred name and a legal name in the Patron Record. Rhiannon L. motioned; Julie S. seconded. There being no objection, the motion was adopted.
8. **2024 DA Meeting Schedule:** Adopt the schedule of 2024 DA meetings as indicated in the agenda attachment. Jesse C. motioned; Thea S. seconded. There being no objection, the motion was adopted.

B. New/Proposed Business & Information: None

C. Reports

a. Advisory Committee Reports

- i. System Services Advisory Committee: MOU, DA Bylaws, and Union Vale library status were discussed. Importance of the completion of the salary and benefits survey in October was stressed.
- ii. Resource Sharing Advisory Committee: all items discussed were voted on at this DA meeting.
- iii. Central Library/Collection Development Advisory Committee: meeting on October 26th.

b. MHLS

i. Staff Report

Laurie Shedrick

- The Vega URL will change to discover.midhudsonlibraries.org permanently in October.
- The new catalog processes for paperbacks is being created ahead of the go live date to prepare staff and will be included in the staff training sessions.
- There are multiple options for Vega training virtually and in person, so please take advantage of them.
- The Vega Discover Launch Kit on the Knowledge Base is jam packed with helpful resources for you and your staff to get ready, so please take a look. Kudos to Kathryn Brew for creating this effective package of information.
- The ticketing system for member libraries support has taken a firm hold and continues to grow, with the majority of issues being resolved the same day. Kudos to the Tech Ops and Cataloging departments for their expertise and quick response in resolving issues.
- MHLS IT ordering is suspended after 10/31 to provide sufficient time to close out the books for the year.
- OverDrive plans to sunset several marketing reports, but is working on providing an alert to libraries when popular titles are published.

Laura Crisci

- The *Libraries as Community Resilience Hubs* program is on October 19 and the presenter is excellent.
- Reminders about the trustee education requirement:
 - it is mandated by New York State, but the specifics are dictated by your Board approved library policy.
 - MHLS only provides certificates of completion if attendance is verified, e.g., if one trustee registers, but views the training with other trustees as a group, the certificate will be provided to the registrant only. The others would have to complete a self-assurance form.
 - The annual Sexual Harassment Prevention training **does not count** towards the requirement – it is a separate mandate.
 - The requirement is meant to be completed during the calendar year, but if a trustee is appointed late in the year and does not have time to complete it, a state note to this effect is required on the Annual Report.
 - Two in person courses have been rescheduled: Trustee Essentials and Core Values & Ethics.

Rebekkah Smith Aldrich

- Please email Rebekkah asap if you are interested in having MHLS partner with the Connecticut State Library to offer strategic foresight training in 2024 or 2025.
 - The 414 Municipal Ballot Petition Signature Reduction Bill remains a top priority with October/November as the next signing window.
 - Rebekkah has provided input on four bills that have been introduced to defend the right to read in New York State in order to eliminate negative financial consequences to the MHLS.
 - NYLA Advocacy Day will take place in Albany earlier than usual next year on February 7, 2024 to allow more time for the legislation process. Save the date!
 - Reminder that Dr. Alan S. Inouye from ALA will be providing the basics about current developments in equal access to e-books in a presentation on October 10th from 10-11 am.
 - A notice went out this morning about the Digital Navigators Program for new participants and possible funding for current navigators.
 - Reminder to please attend the 64th MHLS Annual Membership Meeting being held in person on October 27th at the FDR Presidential Library and Home in Hyde Park, NY.
 - Book challenges continue to rise and Boards need to have the correct policies in place and the knowledge on how to handle these situations. While not so prevalent in the MHLS, our neighboring RCLS have had challenges in over half of their libraries. Rebekkah will post the resources she previously sent to prepare for such challenges. Please let her know if you have such a situation in your library and stay alert on this issue.
- ii. Board Liaison Report
- 7/12/23 MHLS Board meeting SSAC rep: Jesse Chance: The accountant talked extensively about the audit.

- 9/12/23 MHLS Board meeting SSAC rep: Michele Capozzella:
 - The audit was completed and it was clean.
 - MHLS received 90% of their state aid in July.
 - There will be a vote in December on the 2024 slate of candidates for the Board.
 - A nice EDI presentation was given on how to effectively assist and communicate with disabled individuals.
 - Trustee Janet Schnitzer received the “Lions of the Library” award in recognition for her service on the Board.

There being no further business, motion to adjourn at 11:32am was made by Julie K., seconded by Toby F. There being no objection, the motion was adopted.

Respectfully submitted by
Mary M. De Bellis, Secretary

Next:

- DA Business Meeting: November 15, 2023 @10am (in person at MHLS, followed by luncheon)

DRAFT