

MHLS Directors Association | Meeting Minutes

November 6, 2019 | MHLS Auditorium

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

Meeting Called to Order by 2nd Vice Chair Menard at 10:05

A. Action Items

1. Approval of minutes from September 6, 2019
Motion by Lawrence; second by Dempsey. Passed unanimously.
2. Proposed Annual DA Meeting Calendar
Motion by Lawrence; second by Dempsey. Passed unanimously.
3. Encore Menu Bar
Recommendation: Replace the Resource buttons with a toolbar containing links to: Directory of member libraries (A-Z /& County list); Access to Databases (HOMEACCESS); Online Magazines (RBDigital); Online Courses (Universal Class); eBooks & eAudio books (OverDrive); Get a library card (list of member libraries with a link to their policy and how to get a card); and Learn a Language (Mango).
Motion by DeBellis; second by Lawrence. Passed unanimously.
4. Verified Account Policy
Resource Sharing recommendation - revise the policy as follows:
Verified Library Account – Borrowing physical materials requires a verified library account. Libraries assume

the financial responsibility of all transactions completed at their libraries when in violation of Resource Sharing Standards. Motion by Avery; second by Leo. Passed unanimously.

5. Claims Returned Policy

Recommendation from Resource Sharing - revise the policy as follows:

“A library may not place a claims returned on any items that they do not own. A patron account with three items marked as claims returned will automatically be permanently blocked from circulation system wide.” After discussion, Lawrence moved to table the issue, Fortier seconded. Passed unanimously.

6. Renewal Policy

Recommendation from Resource Sharing - revise the policy as follows:

A. The library determines the loan rules for items checked out at their location, allowing up to two renewals per item. B. A library may override the renewal limit on their items only. C. Items can be renewed if the number of available copies in the system exceeds the number of open holds (DA 12/1/17).

Motion by Avery; second by Fortier. Passed unanimously.

7. Check-in Policy

Recommendation from RSAC - Adopt new policy:

A. An item checked in is considered accepted by the library that checks it in; at which point the library assumes responsibility for the condition. Financial responsibility does not extend to items whose damage cannot be determined visually, upon a cursory inspection. B. The check-in library must comply with all of the item’s pop-up messages entered by the owning library.

Motion by Scott-Childress; second by DeBellis. Passed unanimously.

B. New/Proposed Business & Information

1. Request for restrictions on Union Vale cardholders

Smith-Aldrich reviewed the “Request for Union Vale Restrictions” previously sent as an attachment to DA packet.

Action: Endorse the action and understand the implications of it. Motion by Dempsey; second by Thorpe. Passed unanimously.

2. Battle of the Books

Presentation by Jennifer Gay from Patterson, President of BOB and Matt Pavloff from Kinderhook, VP of BOB.

C. Reports

1. Advisory Committee Reports

a. System Services Advisory Committee – Dempsey reviewed the written report from the October 10, 2019 meeting.

b. Resource Sharing Advisory Committee – Buck reviewed the written report from the September 30, 2019 meeting.

c. Central Library/Collection Development Advisory Committee – no report.

2. MHLS

a. Shedrick:

ILS Roadmap - building data for Decision Center, moving forward with Mobile Worklists. Mobile Worklists requires the purchase of a handheld device. There will be training in January.

Going to Amazon has been problematic. Most libraries are back up on a static IP. Those that don’t have one should look into obtaining one.

Knowledge Base has a section for e-resources, and there will be a link with statistics for libraries.

b. Conlin:

Advocates & Ambassadors and Civil Service workshops are coming up.

Turning Outward: Casey and Courtney Wimmers have gone through training. Directors should sign up if they're interested in participating for 2020.

2020 Lab Project – “Increasing Yes votes.” Contact Casey if your library is going for a 414 vote in 2020 and would like to participate.

Great Giveback: Several libraries shared what they did; it was successful overall.

Census Update: There's a map that shows which areas are “hard to count.” Training will be provided for library employees.

New legislation – there will be a 90%/10% match for construction grants for libraries who meet the criteria.

c. Smith-Aldrich:

MacMillan embargo – During the embargo period, libraries can only purchase one copy of a title, and items purchased on Overdrive Advantage accounts cannot be shared with other libraries.

MHLS is first upstate system to get their green certification. The program is launching at the NYLA conference. Contact Casey if you're interested.

Motion to adjourn by Dempsey; meeting adjourned by Menard at 11:59.

Respectfully submitted by Gina Loprinzo

Next:

- DA Business Meeting: Wednesday, February 19, 2020, 10:00am (snow date February 20, 2020)
- DA Workshop: Thursday, March 5, 2020, 10:00am