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

A. Action Items

1. Approval of minutes from February 20, 2020
   Motion by Cook, second by Chameides; passed unanimously.

2. Union Vale restrictions implementation plan
   Recommendation: Once the COVID-19 Emergency stay-at-home mandates have been suspended: a) Specifically exclude holds and loans of nonprint materials, defined as DVDs, CDs, video games, audiobooks, special collections (i.e. museum passes and kits), and downloadable content current available through OverDrive Advantage Accounts paid for with local funds, to Union Vale residents; b) Provide a pop-up message in Sierra to alert front desk staff to this situation; c) Provide a message within Encore to alert Union Vale patrons to the restrictions; and d) Provide an email message to Union Vale patrons and a handout for frontline library staff to explain this situation to Union Vale patrons.
   Motion by Chameides, second by Dempsey. 54 yea, 1 nay, 1 abstain. Motion passed.

3. Approval of Guidelines for OverDrive Collection Developed with Central Library Aid (CLDA) and Central Book Aid (CBA) Funds
Recommendation: The committee recommends item 2.a. be amended to note that directors are encouraged to send high demand purchase suggestions to the Central Library, via PPLD Executive Director, Tom Lawrence, if they feel more copies are needed.
Motion by Dempsey, second by Fortier; motion passed unanimously.

4. Approval of Guidelines for OverDrive Collection Developed with Advantage Plus Accounts
Recommendation: (1) To provide clarity in regards to CLDA/CBA funds the committee recommends an item 1.c. be added to the guidelines to note that Central Library Aid augments the purchase of best-selling and popular non-fiction titles for the collection. (2) In light of the current Macmillan embargo the committee recommends amended item 2.d to read “when allowed by publisher.”
Motion by Lawrence, second by De Bellis; motion passed unanimously.

B. Reports
1. Advisory Committee Reports
   a. System Services Advisory Committee – no meeting since January.
   b. Resource Sharing Advisory Committee – has been working on standards.
   c. Central Library/Collection Development Advisory Committee – Mango will be renewed for 3 years.

2. MHLS Reports
   a. Staff Report
      Smith Aldrich reported that delivery services are now suspended until at least April 29th, and asked that each library update the online form with their closed dates. Also, requests to extend item due dates can be sent to Cataloging.
      There have been no recent updates to Open Meetings Law.
      The current state budget includes a cut of just under 3%; however, this will be reassessed at three points during the fiscal year. MHLS has been cutting back in anticipation of further cuts to the state budget. Conlin reported that virtual programs should not be counted on the Annual Report for 2020; however libraries should be counting them for reports to their communities and Boards.
   b. Board Liaison Report
      Shortly after the meeting, through an email to the MHLS Directors' listserv, Mary De Bellis reported on the MHLS Board meeting as the DA liaison. A PDF of this report was uploaded as an amendment to the DA Packet.

Respectfully submitted by Gina Loprinzo

Next:

- DA Workshop: “Decision Center,” May 5th at 10:00am
- DA Business Meeting: June 10th at 10:00am