

MHLS Directors Association | Meeting Minutes

February 19, 2020 | MHLS Auditorium

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

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

A. Action Items

1. Approval of minutes from November 6, 2019
Motion by Lawrence. Second by Cook. Passed unanimously.
2. Update Patron Record Entry in Resource Sharing Standards
Recommendation: Update the language in the policy to reflect that not all library users have a physical card. Change "library card" to "patron account" and strengthen language requiring libraries in the MHLS system to issue library accounts to patrons residing in the MHLS service area.
Motion by Dragon. Second by Thorpe. Abstention by Rogers and Giralico. Passed unanimously by remaining directors.
3. Fines Free Item Type
Recommendation: MHLS staff should create a full set of fine free item types for regular circulating materials. MHLS will determine the item types that would be needed and update the loan rule determiner table to support the circulation of these items system wide.
Motion by Dempsey. Second by Dragon. Passed unanimously.

4. Hotspot Item Type
Recommendation: Create a Hotspot item type
Motion by Dempsey. Second by Avery. Passed unanimously.

B. New/Proposed Business & Information

1. New Directors Evelyn Rogers (Saugerties) and Christa Cerul (Stanford) were introduced and welcomed to their first DA meeting by Rebekkah Smith Aldrich.
2. In light of the tragedy at the Finkelstein Library in the RCLS, Smith Aldrich reiterated the importance of security training for library staff to learn how to protect themselves as much as possible. She will compile a list of training resources and send to the Directors.

C. Reports

1. Advisory Committee Reports
 - a. System Services Advisory Committee – Dempsey reviewed the written report from the January 17, 2020 meeting.
 - b. Resource Sharing Committee – Buck reviewed the written report from the January 27, 2020 meeting.
 - c. Central Library/Collection Development Advisory Committee – Fortier reviewed the written report from the February 4, 2020 meeting.
2. MHLS
 - a. Shedrick:
Innovative has been acquired by Exlibris – Sierra and Encore will proceed as planned.
Decision Center rollout is March 1, 2020 and training has been announced throughout the system.
Nina Acosta is on maternity leave and her job duties are all being temporarily covered by various MHLS staff. If you see any issues, please open a ticket and it will be responded to timely.
Overdrive - hold redelivery replaces auto checkout on March 2, 2020. Please review with your staff and notify your patrons.
 - b. Conlin:
The Social Media Roundtable meetings are well attended and successful. Next meeting is March 27.
The Programmer’s Forum (new service) is open to all library staff who work on programming for all ages and is scheduled for April 29.
Effective this year, tax documents can only be filed electronically and will no longer be accepted by mail. Please be sure your Friends Groups are aware of this important change.
A Friends of the Library survey is coming to the Directors for completion in order to optimize MHLS support for area Friends Groups.
2020 Census begins March 12 and continues through July. Please get the word out for as complete a count as possible.
2020-2021 NYS Construction Grant cycle begins in April. Libraries that plan on applying must have a Board approved Facility Plan in place. An energy audit can gain libraries environmental points on the grant. More info at <https://on.ny.gov/2QD2G8u>.
 - c. Smith Aldrich:
Advocacy Day is February 25. Advocacy updates and resources provided on MHLS website and in written report.
Union Vale’s final deadline to sign a 2020 library services contract with MHLS and avoid restrictions is Friday February 21.
Directors should please review their “filming/photography in the library” policies to ensure a balance between First Amendment rights and patron privacy. Suggested article regarding a recent issue: <https://www.syracuse.com/news/2020/02/onondaga-county-library-director-warns-against-first-amendment-auditors.html>
 - d. Board Liaison:
Dempsey reviewed her written report from the MHLS Board of Trustees meeting on February 1, 2020.

D. Panel Discussion on a “Library of Things”

Directors Thorpe (Cold Spring), Harrison (Patterson), and DeLisle (Chatham) presented the particulars about the plethora of “things” that they circulate in their libraries, which include gardening tools, ukuleles, camping gear, power washers, sewing machines, and cake pans.

Motion to adjourn by Schoep; meeting adjourned by Menard at 11:31 am.

Respectfully submitted by Mary M. De Bellis

Next:

- DA Workshop: Paid Time Off (PTO), March 5 10:00 am
- DA Business Meeting: April 7 10:00 am