

## **Directors' Association**

Upper Hudson Library System  
Friday, March 5, 2004 At UHLS

**Attending:** Nancy Pieri (BETH); Carol Trager (BRUN); Darlene Miller (CAST); Deborah Canzano (COHS); Pat Nonamaker (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOFF); Pat Sahr (NASS); Margie Morris (POES); Judy Felsten (RCSC); Rebecca Lubin (RVLL); Jane Minotti (SNLK); Barbara Kubli (STEP); Paul Hicok (TROY); Phil Ritter (UHLS); Gail Sacco (VOOR); Barbara Schoen (WVLT)

**Visitors:** None

**Meeting convened at 9:05am**

### **Minutes:**

**Motion:** (Canzano, Kubli) to approve February 13, 2004 minutes. Carried.

### **UHLS:** Phil Ritter

- ?? Manager of Information & Outreach Services – 12 applications were received and there were 3 good candidates. The interviews are being set up for March 8, 17, & 22. It is hoped that a new person can be hired to start at the end of March.
- ?? Noralee Itchoak has announced her retirement from UHLS effective April 16, 2004.
- ?? Outreach Mini-Grants – There was a meeting to go over the grants on March 4<sup>th</sup>. There were 10 grant applications and 9 were fully funded and one was reduced.
- ?? Bowker Books in Print Training – So far only 5 people have signed up for the training on March 10. Please let Phil know of anyone else that plans to attend.
- ?? NYLA Lobby Day – Mary Fellows sent out an email regarding appointments and transportation. There will be a library RAVE at 10:30.
- ?? Outreach Retreat – At Emma Willard on March 31. Register with Noralee.
- ?? Erate Library Technology Plans – If anyone is applying for erate that involves internet access, a technology plan needs to be sent to Phil by March 31. This does not apply to those that only get erate for telephone access.
- ?? Adult Literacy Grant – Eight libraries met with Rachel to develop this grant. It was sent to the literacy coordinators in Albany & Rensselaer counties but they did not like it. The literacy people only want literacy volunteers to have access to materials, not public access. UHLS feels that if they catalog the materials, everyone should have access to it. It appears that the grant will not be available this year.
- ?? Poets & Writers Grant – The first program is scheduled for April 2. Rachel applied for four separate grants, one for each library participating. Phil cannot find any information regarding this but is looking into it. Each of the four libraries will also look into it.
- ?? PLS Conference – Phil distributed brochures for this event on May 4<sup>th</sup> or 5<sup>th</sup> in Binghamton.
- ?? Annual Reports – Cohoes and Berlin annual reports were not submitted correctly due to computer issues. Phil feels that all reports were submitted on time, with the exception of Rensselaer, and each will receive the incentive grant. Rensselaer does not know when it will have the report done as the City of Rensselaer has not releasing the financial information needed. No library in UHLS will receive their money until all the reports are in.
- ?? Times Union article – There was an article in the March 5<sup>th</sup> paper regarding the class action suit against record companies for overcharging on CDs. The result is that NYS libraries will be receiving CDs via the library system. At this time, no one seems to know how it will work.
- ?? Some UHLS meetings have been postponed due to Rachel leaving. Phil asked about the newsletter. Barbara Nichols Randall stated that trustees really like the newsletter. Phil stated that it may need to

be scaled down at this time and it may take until fall to get it back up to the quality that it has been in the past. He asked that all libraries send in information about what they are doing at their sites.  
?? Barbara Nichols Randall asked if there was a UHLS deadline for submitting the Parent & Child Grants. Phil said no as they do not have to be approved by UHLS. The literacy grants do have to be approved.

**UHLS Administration:** N. Pieri

No meeting

**Services:** R. Jaquay

No report

**Finance Committee & UHLS Board:** J. Cannell

No report

**Central Library:** J. Cannell

No report

**Telecirc:**

Guilderland will start on March 15, East Greenbush started March 1, and Bethlehem started in February. The increase in ILL volume has put a strain on the courier service and on space at UHLS. Velocity, the courier company will probably come in to renegotiate the contract. Barbara Kubli feels that some patrons are reserving books from home and getting them sent from other libraries when the same book is on the shelf at her library. She feels that this may be contributing to the volume increase.

**Nuts & Bolts:**

VOOR: They had a display up "What to do after the DaVinci Code" which included books from the last 30 years of publishing. The library received a letter from a patron complaining about the display. There was discussion regarding religious issues coming up in many areas and the need for sensitivity to the concerns.

RVLL: Open House on March 14<sup>th</sup> from 2:00 to 4:00.

RCSC: Fun Fairs for the Very Young – they had 2 events and there were 25 and 19 in attendance at them.

COHS: The city installed a handicap accessible water fountain in the library.

GUIL: The new NYLA executive director is from Guilderland. He was UHLS Advocate of the Year last year. He is president of the Guilderland Library Foundation.

POES: Held a Dr. Seuss birthday party on March 2 and had 62 people in attendance.

CAST: They are planning a block party to celebrate their 95<sup>th</sup> anniversary.

EGRN: The Boy Scouts of America awarded the Good Turn Award to the library.

**Old Business:**

None

**New Business:**

?? **Motion** (Sacco, Pieri) Thank Pat Nonamaker for her good leadership of the Directors' Association, her work on the automation system, and all she has accomplished. Carried.

?? Barbara Nichols Randall – There is a new opportunity through CDLC for a student award to encourage student workers. Gail Sacco suggested that Friends groups be notified of this as there is a \$50 fee involved and not all libraries are able to use their funds for things such as this.

?? Barbara Kubli asked if anyone received a Not Available listing from UHLS. She received one about another library.

**Motion:** (Gaillard, Trager) Meeting adjourned 10:40am. Next meeting April 2, 2004 at UHLS.