

Directors' Association

Upper Hudson Library System

Friday, March 4, 2005 at UHLS

Attending: Jeff Cannell (APLM); Ginny LaJuene (ALTM); Nancy Pieri (BETH); Julie Zelman (BRUN); Darlene Miller (CAST); Deborah Canzano (COHS); Richard Naylor (COLN); Debbie Shoup (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOF); Lenny Zapala (MEND); Pat Sahr (NASS); Margie Morris (POES); Rebecca Lubin (RVLL); Jane Minotti (SNLK); Paul Hicok (TROY); Phil Ritter (UHLS); Gail Sacco (VOOR); Barbara Schoen (WVLT)

Visitors: None

Meeting convened at 9:01 AM

Minutes:

Motion: (Pieri/ Zapala) to approve February 4, 2005 minutes. Carried.

UHLS: Phil Ritter

- **State Annual Reports:** As of Wednesday, March 2, all member library reports had been submitted to UHLS.
- **E-rate Applications:** UHLS Staff member Jo-Ann Benedetti submitted all library applications provided she received the necessary information by the deadline. One library did not get the requested material in by the deadline, so UHLS was unable to complete that library's e-rate application.
- **Courier Delivery Service:** UHLS has ordered 250 new bins, purchased with excess Outreach funds for approximately \$3300. So far, UHLS is the only system to have purchased bins. SALS has spearheaded a request for funding the bins in the form of a legislative member item grant. The request would provide \$40,000 for the libraries in the 10 county area to purchase bins.
The purpose of the new listserv is only to post information to other locations of closings, missing items, etc. It is not for complaints; complaints should be directed to Jo-Ann. UHLS's only contact for courier situations or issues is Jo-Ann; please do not call CD & L.
- **Outreach Minigrant Applications:** Applications were due by March 1. Jo-Ann received 10 applications. They were reviewed by the Outreach Advisory Council, and will be presented to the Services Committee and Board at the next UHLS Board meeting for approval. The applications were not approved on March 9 because the Services Committee did not meet.
- **Riverway Storytelling Festival April 4-10, 2005:** Phil circulated a brochure highlighting the many events of the festival. Flyers will be arriving at libraries the week of March 7. UHLS has provided \$5000 in support. Mary Fellows has assured him that the Festival will break even. There are several major events taking place at the College of St. Rose, APL, GUIL, and COLN, and many performances throughout the area. Gail Sacco shared a story reflecting the importance of folktales, about tsunami victims who survived because of a folktale which had been handed down through the generations.
- **Kids Cookin' By the Books LSTA Grant:** On March 24, a meeting will be held for all libraries who are part of the grant. There will be an opportunity for greater participation when a cookbook is produced later in the grant process.
- **Board of Trustee Awards:** Nominations for Trustee of the Year, Program of the Year, and Library Advocate of the Year are due to Phil by March 28.
- **NYLA Lobby Day, March 15, 2005:** Anyone wishing to carpool from UHLS to Lobby Day should arrive at UHLS by 8 AM. Parking will be available at Sage College for those wishing to take the shuttle bus provided by Sage College. Anyone attending should contact Mary Fellows. Representation by trustees and patrons is particularly important. The first priority is restoration of the \$7 million. Jeff Cannell made the point that when NYS funding goes down, federal funding also goes down. Those attending were urged to bring local stories of successes to share with legislators.

- **UHLS Operating Budget for 2005:** Phil circulated the Proposed Budget document, which reflects the necessary 5% cut amounting to approximately \$60,000. The budget represents a \$29,000 savings by eliminating the Incentive Grant, with the remainder absorbed elsewhere. There was discussion of the Incentive Grants of \$1000 each, which are distributed to member libraries when the Annual Report is submitted by the deadline. Some libraries rely on this income for their operating budgets; however, others expressed that direct elimination of other services provided by UHLS, such as the Pool Collection and Automation, would have a greater negative impact on the delivery of library services for individual libraries. **Motion:** (Zapala/Nichols Randall) request that Director Phil Ritter eliminate the Incentive Grant line of \$1000/library from the 2005 UHLS Operating Budget Expenses, for a total savings of \$29,000. (1) Opposed. Carried.

The e-book grant application was not approved; as soon as DLD informs us, UHLS will review the evaluation to learn why it wasn't funded.

UHLS Administration:

N. Pieri reported that the committee discussed the possibility of the Task Force space being rented out; Heidi contacted a realtor for a proposal to rent the space. There was more discussion on leasing the space; Rachel Baum will look into possible grant funding for training purposes. The qualifications for Trustee of the Year Award were reviewed, as well as looking into speakers for the Annual Dinner. The humorous but controversial performing group, "OINK" ("Only In New York") was suggested.

Services: No report.

Finance Committee and UHLS Board:

J. Cannell reported that at the January Finance Committee meeting, the Treasurer's Warrant and NYS Annual Report were approved. The committee will meet on March 9, as will the UHLS Board.

Central Library Advisory:

J. Cannell reported that a meeting would be scheduled in April to evaluate "Learn-a-Test."

Old Business:

- B. Nichols Randall reported on the status of the annual CDLC Student Employee Award. High school and college students are eligible to be nominated by their employers. The application is on the CDLC web site and public library directors are encouraged to become involved in nominations.
- G. Sacco thanked Ginny LaJuene for the great job she performed as Director of the Altamont Free Library and President of the Directors Association.
- P Sahr asked how many libraries had received their funding from the "Community Project Fund" member item grant. Of the 6 UHLS libraries, most had received a check. UHLS received \$4000.
- Discussion took place on the recent change instituted at the NYS Library for access to the NOVEL Data Bases. Now all that is required is a NYS Drivers License, and not a public library card. This possibility had been discussed at a PULISDO meeting; Phil offered to report to the Directors Association on PULISDO meetings when they occur.

Nuts & Bolts:

- **POES:** Margie offered to give away 16 CD's, which she had brought with her.
- **VOOR:** Gail reported that Joyce Laiosa is in Florida on a scholarship.
- **CAST:** Darlene encouraged all Directors to send their Youth Services librarians to workshops.

Motion: (Hicok/Canzano) Meeting adjourned at 10:33 AM. Next meeting April 1, 2005 at UHLS.

Submitted by,
Jane Minotti, March 28, 2005

