

Directors' Association

Upper Hudson Library System

Friday, Feb 3, 2006 At UHLS

Attending: Jeff Cannell (APLM); Judith Wines (ALTM); Nancy Pieri (BETH); Julie Zelman (BRUN); Darlene Miller (CAST); Deborah Canzano (COHS); Bob Jaquay (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); Mary Jo Daly (STEP); Paul Hicok (TROY); Phil Ritter (UHLS); Gail Sacco (VOOR); Ginger Hewitt (WVLT); Elaine Albrecht (WSTR)

Visitors: Marybeth Hassett-Murphy, Student-Intern (COLN).

Meeting convened at 9:05 AM

Welcome and Introductions: Ginger Hewitt , New Director (WTVL) and Marybeth Hassett-Murphy

Minutes:

Motion: (Zapala/ Jaquay) to approve Dec., 2005 minutes. Carried.

UHLS: Phil Ritter

- Twelve libraries have submitted Annual Reports; the deadline is Monday, February 6. UHLS must submit them to Division of Library Development by March 1. Questions should be addressed to Heidi Fuge.
- Jo-Ann Benedetti has submitted the e-rate applications for libraries who responded by the deadline. Nancy Pieri expressed appreciation for the great amount of time and effort Jo-Ann expends on behalf of individual libraries in the e-rate process.
- Representatives from APLM, BETH, GUIL and VOOR attended a 2-day workshop at Albany Public for the "Equal Access Library Institute - Libraries for the Future" initiative funded by the Gates Foundation.
- The 2006 State Construction Grant application package is scheduled to be released in March. The system will receive a total of \$25,000. The grant must be applied for *before* property is purchased.
- Mary Fellows has scheduled a workshop, "Effective Library Publicity" for Thursday, April 27, 9AM to noon @ UHLS. Representatives from member libraries are invited to attend. Details will follow.
- The "Outreach Advisory Council" completed its goals; several vacancies now exist. Deborah Canzano volunteered to represent the Directors Association.

Motion: (Jaquay/ Zapala) Deborah Canzano will represent the Directors Association on the Coordinated Outreach Advisory Council for 2006. Carried.

- The new digital book service "Overdrive" has proven very successful. 935 items were checked out in the first month. 1041 items are in the collection; 264 patrons are waiting for items. APLM has purchased an additional 30 language items. Directors who wish to set up individual library accounts with "Overdrive" should contact Jo-Ann.
- CD & L authorized payment in the amount of \$9,116 for lost/damaged items. Three employees lost their jobs as a result of an internal investigation within the courier delivery service. Once libraries are receive a check for lost items, those items should be deleted from the data base. Reimbursement action is pending for second set of claims.
- UHLS has over 1000 bins and 1000 black nylon bags in circulation, partially funded by a member item grant. CD & L encourages the use of the bins and bags but it is an individual decision of each library. Nancy Pieri suggested that member item funds be used for "Overdrive" materials. Several libraries reported a lack of bags. Directors should contact Jo-Ann if they need bags. Lenny Zapala requested that care is used when materials are sent without bags.

UHLS Administration: N. Pieri No meeting

Services: R. Jaquay

The Committee reviewed the Outreach mini-grant application process and was satisfied with its conclusions. Twelve applications were funded. The results will be posted on the web site. Bob reminded Directors to be prepared for next December's deadlines.

Finance Committee & UHLS Board: J. Cannell

The Finance committee approved bills submitted for payment.

Central Library: P. Hicok

The Central Library Committee finalized the budget by e-mail in December; APL Board approved the budget in January.

Old Business:

Gail Sacco reminded Directors of the informal discussion scheduled following the DA meeting. The topic will be circulation from the Director's point of view and should last about an hour. Barbara suggested that ideas for next month be e-mailed to Gail.

New Business:

NYLA- Jeff Cannell announced that NYLA Lobby Day will be held March 14. NYLA PLS will present a conference on Marketing and Communication at Queensborough Public Library. Details will be announced. A Zogby poll conducted for NYLA shows that 63% of those surveyed believe that libraries should receive more state aid.

Barbara Nichols Randall distributed brochures for "New Yorkers for Better Libraries", a political action committee formed by library advocates for the ultimate purpose of increasing state aid to libraries and library systems. The web site is www.nylibs-pac.net.

Bob Jaquay announced that Jeff Cannell is a candidate for NYLA Treasurer.

Nuts & Bolts:

RVLL: Announced goal of wireless access by next Fall. RVLL recently received the original minutes of the first Library Board meeting, held in 1896, providing a fascinating glimpse of history.

NASS: In process of preparing for wireless. Community has been showing great support for library despite 414 defeat; NASS recently received an anonymous donation of \$5000.

STEP: Town Board declared February "Stephentown Memorial Library Month" and a fundraising dinner is planned.

APLM: Both the new branch and the bookmobile are proving to be popular hotspots.

ALTM: Will be receiving free internet access from Time-Warner.

EGRN: Friends of Library will sponsoring "Sonny and Pearlie" concert.

SNLK: Friends will be purchasing new furniture for public access computer area.

COLN: Received new TV production equipment for the new educational broadcasting studio resulting from Cable TV funds received by Town of Colonie. COLN re-organized circ area.

BRUN: Started a "Book Blog" and the first response was from an author.

VOOR: Has also started a "Book Blog".

GUIL: Has purchased two laptops for wireless use within Library. Patrons leave Drivers License during borrowing period. GUIL will be acquiring more real estate in proximity of Library. Assistant Director Karen Balsen has taken another position. Albany County has just released Civil Service list for Librarians.

Motion: (Jaquay/ Zapala) Meeting adjourned at 10:18 AM. Next meeting March 3, 2006 at 9 AM at UHLS.

Meeting to Follow DA Meeting: Discussion on management and staffing of the Circulation Desk.

Submitted by,
Jane Minotti
February 27, 2006

