

Directors' Association
Upper Hudson Library System
Friday, December 7, 2007 at UHLS

Attending: Judith Wines (ALTM) Tim Burke (APLM); Nancy Pieri (BETH); Julie Zelman (BRUN); Darlene Miller (CAST); Deborah Canzano (COHS); Bob Jaquay (COLN); Debbie Shoup (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard HOOFF); Lenny Zapala (MEND); Pat Sahr (NASS); Margie Morris (POES); Jane Chirgwin (RENS); Candy Wilson (RVLL); Paul Hicok (TROY); Phil Ritter (UHLS)

Visitors: Mary Fellows

Minutes:

Meeting convened at 9:02 AM

Motion: (Pieri, Zapala) To approve minutes of November 2, 2007 meeting. Motion carried.

UHLS: Phil Ritter

- **UHLAN Contracts** – about half of the contracts have been returned. They need to be returned by the end of January.
- **Annual Awards** – the applications have gone out. The deadline for return is February 25th. Call Phil with any questions.
- **Training Survey** – a survey has been prepared and is ready to go. It will be done electronically via Survey Monkey. Please make sure the survey is completed. There is money allocated in the budget for training. Everyone who has a UHLS email account will receive a survey. If it is not applicable to the recipient, it can be deleted.
- **Barcode orders** – if libraries would like the discount price on barcodes, contact Heidi to order. December 19th deadline.
- **Mini Grant Applications** – information has gone out. The deadline is January 25th. Jo-Ann plans to meet after this meeting to review what the committee is looking for in an application. There is more money available this year. Grants will be awarded to \$3000. Last year's final evaluation must be submitted in order to apply for the 2008 grants.
- **Big Read** – scheduled for April. The Writers' Institute is planning to show the movie – The Age of Innocence.
- **State Reports** – Heidi will be sending out funding charts from UHLS to use for the annual report. Libraries must use the dollar amount sent by Heidi. The reports will be sent out to Directors and should be forwarded to the appropriate staff person completing the annual report.
- **Variance issue** – UHLS is involved in a minor issue with the Department of Library Development. DLD will not approve the variance request from Brunswick for seating and shelving. BRUN needs to prove to DLD that they are seeking a solution. This delay causes UHLS to have to wait to receive the last 10% of the State allocation – approximately \$30,000. UHLS will receive the money in 2008 and it will show as shortfall for 2007. Paperwork needs to be submitted by BRUN to UHLS for approval. Julie Zelman reported that BRUN has a contract on a building. The BRUN Board is beginning to take action on a capital campaign. They have hired a consultant for a feasibility study.

Mary Fellows:

- **Pool Collection Planning Committee (PCPC)** – Mary shared the proposal from the PCPC for purchasing bestsellers to supplement collections in member libraries. The purchases will be made based on requests that show up through Horizon. Joe Thornton has created a report to follow the statistics. The money for the purchases would come from the database clean up budget.

There was discussion regarding how much money was in the database clean up budget and if it would still be enough if we take out \$5000. Nancy Pieri stated that this was a good plan but reminded everyone that the proposal is meant as a supplement. Libraries should continue to order at their current levels.

Motion: (Jaquay, Pieri) To approve the proposal submitted by the Pool Collection Planning Committee. Motion carried.

- Riverway Festival – Mary had sent out an email to all libraries. She needs staff and possibly financial support to help with this 5th year of the festival. The planning committee is mostly composed of storytellers. Mary is looking for new staff to help keep the festival going. She needs a venues chairperson, merchandise co-chairs, and a publicity co-chair. Nancy Pieri stated that it is difficult to volunteer more than one person. Barbara Nichols Randall stated that personnel are committed at the library level for 2008 but that plans might be made for 2009. The festival is the same time as the Big Read this year. Darlene Miller reported that she and another person have volunteered to be the merchandise co-chairs. COLN & APLM will each supply a volunteer. Phil stated that it is difficult to keep funding Riverway. Currently, \$5,000 is budgeted per year. They need about \$20,000 to cover funding issues. There may be some difficulty with this as some previous donation sources are no longer interested. Phil said it seems like people are willing to support the project for a couple of years and then want to move on. Barbara Nichols Randall suggested contacting the library school for staff help and also suggested banks or teacher unions for sources of funding.

UHLS Board: N. Pieri

- New generator will arrive in mid-December
- New guidelines for awards
- AquaBrowser and WebFeet approved
- Budget approved for 2008

UHLS Administration: B. Nichols Randall

- Generator
- Awards deadlines

Services Committee: R. Jaquay

- Variance request

Finance Committee: N. Pieri

- Budget approved

Central Library: T. Burke

- Nothing new to report

New Business:

- Paul Hicok brought up a new piece of legislation called SAFE ACT – regarding Internet child pornography. It passed the House on Wednesday (12/5) 409 to 2 as reported by CNN. No one has heard anything from the American Library Association. The Act includes a reporting requirement by Internet providers or wireless providers when any child pornography is found. It is all still vague.
- Nancy Pieri reported on a terrific customer service program offered yesterday (12/6) at BETH. Jo-Ann Benedetti made the arrangements for Jenny Levine to give the program on how to reach out to the public. Phil said there were about 30 people in attendance. The power point from the presentation is available at shiftedlibrarian.com. There are also pictures of BETH. The website offers other great information such as Gaming in Libraries.

Old Business:

- None

NUTS & BOLTS:

APLM: They are still in the building design process. Renovations for the three buildings are beyond 60% designed and they have held public programs on the designs. Design for the two new buildings is just starting. The New Scotland branch will be called the John J Bach branch. The new buildings will be one story buildings with dramatic designs.

COLN: They are optimistic about the new town administration starting in January. COLN will be looking to form a special library district. Building expansion will hopefully be moving forward. At least three new trustees will be joining the Board.

RENS: They received grant money from DLD to renovate a building. They did a contract bid for an architect and hope to move into the new space by the fall.

ALTM: Received \$20,000 from the Council on the Arts for renovation architect costs.

GUIL: “Cat with the Yellow Star” – survivor of the Holocaust at Proctor’s, December 20-22. As part of the Notable Author Series, will be at GUIL on the 20th. Also, GUIL is expecting a challenge to a DVD they own – Me and You and Everyone We Know. A patron feels it is promoting pedophilia. She will be going before the Board in January to appeal the removal of the DVD.

MEND: Board is realizing the need for handicap accessibility to the library.

EGRN: Redid the parking lot for handicap accessibility. They had an excellent program by a local artist – Brazilian guitarist. They are also still looking at a collection analysis with World Cat.

BETH: Offered a program on Asperger’s, Autism, and ADHD. It was very well attended with over 70 people.

RVLL: Three upcoming fundraisers – Greenery Sale, Victorian Party, & Gift wrapping at Borders in Crossgates.

CAST: Barnes & Noble Book Fair – many activities planned. Twenty Christmas trees decorated by the Friends o be raffled.

TROY: Rechartering effort.

Adjournment

Motion: (Jaquay/ Zapala) To adjourn meeting. Meeting adjourned at 10:20 AM. Next meeting January 4, 2008 at 9 AM at UHLS.

Submitted by,
Margie Morris