

**Directors' Association
Upper Hudson Library System
Friday, July 11, 2008 at UHLS**

Attending: Judith Wines (ALTM); Tim Burke (APLM); Nancy Pieri (BETH); Julie Zelman (BRUN); Deborah Canzano (COHS); Richard Naylor (COLN); Debbie Shoup (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOF); Pat Sahr (NASS) Darryl McCarthy (NGRN); Margie Morris (POES); Judy Felsten (RCSC); Candy Wilson (RVLL); Larry Rogers (SCHG); Mindy Fowler (SNLK); Paul Hicok (TROY); Phil Ritter (UHLS); Ginger Hewitt (WTVT)

Visitors: Ann Coletta, Intern @ VOOR

Minutes:

Meeting convened at 9:02 AM

Motion: (Gaillard, Burke) To approve minutes of June 6, 2008 meeting. Motion carried.

UHLS: Phil Ritter

- **Erate** information needs to be to Jo-Ann by end of July. Please call with any questions.
- **Courier/delivery** – Asked to not hold Directors' Association meeting on August 1st as that is the first day of delivery with the new courier Phil will be meeting with the president of A.L. Delivery to get the schedules set. They have been very accommodating. Barbara Nichols Randall feels the schedule is optimistic as to the amount of time they will spend loading and unloading bins. She suggests they visit all the libraries before they start delivery. Phil expects bumpy days during the transition. Deb Canzano expressed concerns about the moratorium that was voted on last month. Many libraries have space issues that would prevent them from holding bins or materials for any length of time. Tim Burke suggests that for the last week all deliveries go to UHLS. Pat Sahr asked if people could go directly to the Velocity warehouse to get their items. Phil said they could if they wanted to. Nancy Pieri stated that the returns would pile up with the moratorium. There was a lengthy discussion about what to do without impacting customer service. Phil said if things pile up at the libraries, they could be brought to UHLS. COLN, GUIL, APLM, & BETH are making plans to get deliveries made between them. Deb Canzano asked if a note could be posted on the catalog to let patrons know there might be delays in delivery.
- **Fit for Life Grant** – Working with WMHT. All the events will be held in 2009. Call Jo-Ann if interested. First meeting will held in July.
- **AquaBrowser** – still having problems with the company. It is hoped it will be online by August 1st. (Deb Canzano asked if the theme from Jaws could be played to announce AquaBrowser.)
- **Construction grant** – Phil stated he would be available right after this meeting to answer questions. The Education Department is two to three weeks behind in issuing project numbers.

UHLS Board: N. Pieri

No meeting.

Motion (Pieri, Wines) Approve a new committee representative from the Directors' Association to the UHLS Board. Motion carried.

UHLS Administration: B. Nichols Randall

No meeting.

Services Committee: R. Naylor

No meeting

Finance Committee: N. Pieri

No meeting

Central Library: T. Burke

No meeting

New Business:

None

Old Business:

- Phil has not received any comments on the goals for the Executive Director and is looking for objectives. He distributed goals and objectives from the UHLS Board. The Board has until the end of the year to finalize them. Phil will also send them out electronically.
- Barbara Nichols Randall asked how the procedure of purchasing highly requested DVDs and bestsellers was going. Phil does not believe UHLS has had to purchase anything but one DVD title. He will send out a report.

Nuts & Bolts:

NGRN: Busy with summer reading

VOOR: Summer reading is going well. Deb Canzano asked Ann whether she needed to do a big project. Ann said she is doing several small projects.

RVLL: Summer reading – the patron like what she has set up. They have an ant farm and a butterfly garden.

TROY: Nothing new.

GUIL: They has 3100 circs on Monday. It has been extremely busy. They has 70 people attend the movie Mr. Magorium's Emporium. 175 people attended the program with author Joe Persico. GUIL is showing more than a 10% increase in circulation over last year. Barbara attended ALA in Anaheim.

BRUN: They have a sign at the new location of the library saying it is the future home of the library. This is getting some attention. They are working with furniture representatives. There are some new Board members.

APLM: Pine Hills transitional library has opened. There are schedule delays with the new construction. They are waiting for bids. Barbara stated that they received 13 bids for paving GUIL's parking lot.

BETH: They will be starting the roof project. It has been busy. The online summer reading won the NYLA Best Practices. In the first three days there were 600 children registered.

EGRN: Summer reading

SCHG: This is Larry's first summer as a director. Summer reading is doing well. He is looking for suggestions for purchasing books on crafts.

HOOF: Summer reading

RCSC: Young Writers Workshop for teens. "Tell Me About It" is a new project. Ten to twelve people are meeting weekl at the Senior Citizen Center to record histories. RCSC has a very good Board.

NASS: Very busy with summer reading. The trustees who attended the annual meeting really enjoyed Karen Hyman.

ALTM: Opened Phase 1 bids. There is a 24% range in bids (5 bids). The Board will choose on Monday.

COHS: It has been very hot in the library. It averages 89 degrees behind the circulation desk. They had to cancel a program with the reading dog due to the heat. The city put an air conditioner in another room that can be used for summer reading. They are pouring the base for a new air conditioning in September. They has a great program with "Jason Wildlife."

WTVT: In September they will begin opening on Saturdays.

COLN: Instead of an Assistant Director, they will have a Librarian III. They are working on hiring and IT person and are starting a Friends group.

SNLK: Very busy the last two weeks. They held a nice fair to kick off summer reading. They are moving forward with the children's room renovation.

Other: Deb Shoup (EGRN) has a copier to give away – Canon ImageRunner. Deb Canzano suggested we have a list which everyone can access to see what others have to offer for free or sale.

Adjournment

Motion: (Gaillard/ Hewitt) To adjourn meeting. Motion carried. Meeting adjourned at 10:30AM. **No meeting in August.** Next meeting is September 5, 2008 at 9 AM at UHLS.

Submitted by,
Margie Morris