

Directors' Association
Upper Hudson Library System
Friday, February 6, 2009 at UHLS

Attending: Judith Wines (ALTM); Kathy Stempel (BERN); Nancy Pieri (BETH); Julie Zelman (BRUN); Darlene Miller (CAST); Deborah Canzano (COHS); Evelyn Butrico (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOFF); Lenny Zapala (MEND); Pat Sahr (NASS); Margie Morris (POES); Candy Wilson (RVLL); Laurene Teachout (STEP); Phil Ritter (UHLS); Gail Sacco (VOOR)

Visitors: Debbie Schoup for RENS

Minutes:

Meeting convened at 9:00AM

Motion: (Wilson/Wines) To approve minutes of December 5, 2008 meeting. Motion carried.

UHLS: Phil Ritter

- **Name Cards** – Heidi made new name cards for everyone.
- **Executive Director's Report to Board** – Phil said directors could use his report to summarize information for member library boards, if desired. It is posted on the website. Call Phil if there are any questions regarding the report. He does them monthly except for the summer. Phil also had Joe Thornton post all of the 2008 reports to the website. Barbara Nichols Randall said the GUIL trustees were very interested in the grant information that had been offered in the newsletter. Is there a way to still have that available? Evelyn Butrico asked about the Intranet. Phil said once the annual reports are done, the Intranet will be taken down and the information will be on the website. Phil will send out an email to let everyone know when it is coming down. Gail Sacco asked if the website graphics could be more reflective of the services UHLS provides. She feels it looks like a public library site rather than an agency that serves the member libraries.
- **Annual Meeting** – Sister Anne Bryant Smollin will be the speaker. The topic will be *Finding the Joy in the Moment*. The dinner is June 10, 2009 at the Albany Country Club.
- **UHLS Board Vacancies** – There were three openings. COLN appointed a new representative, Ann Kuthy. The UHLS Board must approve. Janet Ivory (STEP) will be a representative for small Rensselaer County libraries. There is still a vacancy for a medium-size Rensselaer County library. EGRN may have someone.
- **Lobby Day** – Phil distributed and reviewed the schedule for visiting representatives. There will be a breakfast at 8:00 with legislators. They had a difficult time scheduling a meeting with Roy McDonald's office. The office was very clear that visitors would not be meeting with McDonald. Barbara shared information from the NYLA Legislative committee. Tim Gordon, Jack McIneny, and Bob Reilly advocated for not cutting library allocations. The districts represented by these men should write letters or emails to thank them for their support/efforts. Phil needs a count of how many will be attending Lobby Day.
- **Workshops** – There are three scheduled as of now.
 - **Black Belt Librarians** – March 4th, 9am-4pm @ GUIL
 - **Creating the 21st Century Library** – March 24th, 5pm-9:30pm @ GUIL
 - **Riverway Workshop: Whole Story – Using Animation to Animate the Tale** – April 24th 1pm-4pm @ GUIL
- **Survey regarding UHLS meetings** – Phil distributed results – one was all responses and one was just directors. The majority, more than 75%, would like Friday mornings for meetings. Phil asked if he should move forward with this plan. It may take a while to get all meetings rescheduled. Barbara asked if it could be done by September. Gail asked if any groups could be combined. Laurene asked about meetings being held in different libraries. Phil will work with the UHLS managers to see what can be worked out.

- **2009 Training Survey** – The survey is being put together. It will be sent out to all UHLAN users. This will help to plan new workshops.
- **Upcoming Deadlines** – all should be send to Heidi
 - 2/13 – Trustee list – updates needed
 - 2/17 – Annual reports due
 - 3/16 – Awards Nominations
 - 4/20 – Annual Report Narrative

UHLS Board: N. Pieri

- Discussion of contingency budget
- Received updates on Riverway fundraising

UHLS Administration: T. Burke

- No meeting

Services Committee: ~~R. Naylor~~ Phil reported

- Discussed guidelines for construction applications
- Mini-grant recommendations to be reviewed

Finance Committee: N. Pieri

- Budget, reconciled budget will be presented at next meeting

Central Library: T. Burke

- No meeting

New Business:

- Deb Canzano distributed bookmarks from the Dept of Labor.
 - Career Zone – for students
 - Job Zone – resume help
 The websites have been revised. They offer free classes. Brochures can be obtained via the websites.
- Nancy Pieri offered information regarding Dept of Labor – prevailing wages apply, regardless of the size of project. Also, libraries need a purchasing policy stating jobs of a certain dollar amount needs three quotes. She offers her policy for others to use. Phil said it has become a big deal with the construction process. Also, Gail said West Hartford, CT has a lot of policies online as does Mid-Hudson.

Old Business:

- Julie Zelman – Big Read – Julie reported in the meeting with United Way. Most of the people involved were connected with schools. Jo-Ann Benedetti offered a lot of information about the application. The book will be A Lesson Before Dying. The program will be high schooled based and targeted toward boys.

Nuts & Bolts:

BRUN: New Board president elected. Capital campaign moving along. ID29, a graphic design company, is designing a new logo for the new building.

NASS: Getting State construction money – received the letter yesterday. Trustees are creating a 5-year plan.

CAST: New Board president, new treasurer. CAST will be celebrating 100 years. Received MetLife grant – great publicity for program.

EGRN: Evelyn has been working for one month. Working on annual report. Looking at changes to YA area and computers. Met with EGRN supervisor and Schodack supervisor.

VOOR: Institutional participant in Go Red Day. UHLS website – new interface for Overdrive – very nice, user friendly. Upcoming programs – Melodies of the Dragon and a quilt show.

HOOF: Established a knitting group on Tuesdays. Many participants. Other libraries also shared their experiences with knitting groups.

STEP: Tween Night continuing. Older teens are interested and are planning programs for the tweens. On 2/13 they are holding a Black Valentine party – “Do You Hate Cupid?”

MEND: Lenny celebrating 10 years as director. In 1999 there were 300 cardholders and now there are 1500. In 1999 the circulation was 6500, now it is 46,000. In 1999 the budget was \$25,000, now into six figures.

ALTM: I Love My Library Dinner – 2nd Annual. Sold out with a waiting list.

BERN: Resume workshop. The library will be moving into the building with the Seniors. The Town is buying the building.

RVLL: Valentine Party

BETH: Author Russell Banks on Sunday. Tickets sold out in two hours. The roof project is completed. Skylights are still being worked on.

RENS: Deb reported that Jane Chirgwin came to the library with the new baby. The library has been very busy. It has really increased since last year.

GUIL: Regular programs. Staff illnesses. Budget planning. Contract negotiations – last night settled the contract for four years – still needs to be voted on. Barb reviewed contract briefly. GUIL will be increasing book fines to \$.20 and decreasing AV fines to \$.20. They will also start charging \$25 for out-of-system cards. APLM, COLN, BETH, EGRN also charge.

COHS: Weeding out reference room.

Also noted: NOVEL will be going with ProQuest rather than EBSCO.

Adjournment

Motion: (Sahr/Zapala) To adjourn meeting. Motion carried. Meeting adjourned at 10:35 AM. Next meeting is March 6, 2009 at 9 AM at UHLS.

Submitted by,
Margie Morris