

**Directors' Association
Upper Hudson Library System
Friday, September 4, 2009 at UHLS**

Attending: Judith Wines (ALTM); Tim Burke (APLM); Kathy Stempel (BERN); Nancy Pieri (BETH); Julie Zelman (BRUN); Richard Naylor (COLN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOF); Lenny Zapala (MEND); Pat Sahr (NASS); Margie Morris (POES); Judy Felsten (RCSC); Jane Chirgwin (RENS); Elizabeth King (RVLL); Laurene Teachout (STEP); Phil Ritter (UHLS); Amanda Benedict (WTVT)

Visitors:

Minutes:

Meeting convened at 9:00 AM

Motion: (Gaillard, Nichols Randall) To approve minutes of August 7, 2009 meeting. Motion carried.

UHLS: Phil Ritter

- **Construction Grants** – Grants were turned in to DLD on 8/13/09. UHLS heard back that SNLK would not be approved (\$9853 – circ desk to be purchased) nor would a portion of the BRUN grant (\$650 for telephone system). The \$10,200 was added to the APLM project. A lot of other systems were not able to meet the match so there may be more money available from the State. The money would go to APLM as they were not funded to 50%.
- **Grant workshop** – “Show Me the Money” to be held on 9/10/09
- **Workshop** – “Love Those Teens/Tweens” at GUIL on 9/17/09
- **Trustee Workshop** – 9/24/09 at the Marriott. Invitations went out. Nancy Pieri suggested that each year a standard program for new trustees.
- **Open House** – 9/30/09 at UHLS from 9:30-4:30. Very informal, opportunity to orient member library staff to UHLS staff and facility.
- **ASC meetings** – the next one is 9/18 – Phil is in the process of getting approval to meet fewer times per year. All library boards must approve. The October ASC meeting needs to be changed due to NYLA conference.

UHLS Board & Finance Committee: N. Pieri

- Received basis State Aid
- Amended budget was approved – no salary increase for staff. Next year it will be 4%.
- Change budget for construction
- UHLAN contract - important it is approved

UHLS Administration: J Zelman

No meeting

Services Committee: R. Naylor

They did not get enough grant requests this year.

Central Library: T Burke

No meeting

New Business:

- **Coordinated media events** – Richard – The DA decided to move ahead with this plan. The first event is Banned Books Week. An email was sent asking for information about each library and a contact name. There was discussion about how this should work. It will be brought up quarterly to see if there are any new ideas.

- **GUIL** – Barbara – deciding to charge a fee for cards outside the system. Currently, cards from outside of UHLS are marked XA or XY with a red marker and should only be used at the library issuing the card. The red marker can be removed with rubbing alcohol and then used at any library. GUIL is looking for another way to define cards. They would like Resource Sharing to come up with an alternative - a bright red card or something to flag restrictions or pop up on the screen.

Motion: (Nichols Randall/Naylor) Refer issue of out-of-system cards to Resource Sharing. Carried.

State Library Comm. Reg. 90.3 – cannot charge people in service district (UHLS). Barbara explained unserved population in GUIL area. They can get a card but do not have the same privileges as a GUIL cardholder. GUIL is offering more services if patrons (unserved population) pay \$25. DLD sent a letter to GUIL asking them to stop this practice. Many libraries in NY are in the same situation. 30% of patrons are not in library areas covered by taxes. Regulation is silent on the issue of charging for enhancements. Judith said issues such as this should be discussed during new director orientation.

Old Business:

None

Nuts & Bolts:

BRUN: Notices are posted all over for moving the library. The Grand Opening will be 9/26. Exciting time. They are looking for policies regarding meeting rooms and tutors.

MEND: Storm Center – Bette Davis movie where a librarian is asked to remove a book from the shelf. Will be shown at MEND on Oct 1 @1pm during Banned Book Week.

RCSC: Board Outreach Committee needs a defined purpose – forming a Friends group. YA & Adult services person working on a teen program.

RVLL: Making some steps with the Board – has a new chair and changing pay to bi-weekly. They are short staffed. The library is open more hours than director is supposed to work. She spoke to the new Friends of the Library group. They are working on the computer room- using the construction grant. She is trying to get a “no dog” policy – may be an insurance issue.

GUIL: forming an ad hoc committee with trustees, Friends, and Foundation to get them to work together.

BETH: Parking lot Phase II is going along well

WTVT: Joined with city and housing authority for a Broadband grant. Looking for computers for teens and one for the children’s area and one dedicated to OPAC. Expanding YA area and want to establish a YA book club.

ALTM: Doga – Yoga for Dogs

APLM: Tim will be attending DA meetings to represent APLM. There are a couple of administrative positions being added. The facilities manager will start soon – he was at the Saratoga Racing Museum. Chief Fiscal Officer – starting interview process. Pine Hills will open first. It is 95% finished and should open in mid-November. All other branches are right on schedule and will open one right after another. Interest earned on funds will allow for more technology and landscaping. They will be “Dewey-free” in the branches. The Directors’ Assoc has some concerns about the ability of other patrons to find items from these branches.

RNSS: Hired new person. Mayor said he was in charge of hiring. That is not in the charter. Issue over bid for moving. Moving into new building across from Amtrak station at the end of October.

STEP: Two new employees – looking for suggestions for employee handbook. Gearing up for auction on 10/10. Online bidding will be on website soon. Will be presenting budget.

POES: New work space for staff - cabinets & countertops. Market Day to be held 9/12.

BERN: Looking over resumes for a library manager.

HOOF: Teddy Bear Picnic for summer reading

NASS: Board feels anyone using community room should have insurance. Small groups may not have insurance. “Library may require insurance based on purpose of event.”

Adjournment

Motion: (Feltsen/Teachout) To adjourn meeting. Motion carried. Meeting adjourned at 10:30 AM. Next meeting is October 2, 2009 at 9 AM at UHLS.

Submitted by,
Margie Morris