

**Directors' Association
Upper Hudson Library System
Friday, October 2, 2009 at UHLS**

Attending: Judith Wines (ALTM); Tim Burke (APLM); Judy Petrosillo (BERN); Nancy Pieri (BETH); Julie Zelman (BRUN); Evelyn Butrico (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOF); Pat Sahr (NASS); Margie Morris (POES); Judy Felsten (RCSC); Elizabeth King (RVLL); Mindy Fowler (SNLK); Laurenne Teachout (STEP); Paul Hicok (TROY); Phil Ritter (UHLS); Gail Sacco (VOOR); Amanda Benedict (WTVT)

Minutes:

Meeting convened at 9:00 AM

Motion: (Gaillard/Pieri) To approve minutes of September 4, 2009 meeting. Motion carried.

UHLS: Phil Ritter

- **Trustee workshop** had low attendance – 24 people (5 UHLS staff, 4 directors, 15 trustees). This is the fourth year. The attendance is usually 75-80 people. The presentations were great. Need to rethink this event. It is too much money to spend for such a small turn out. A suggestion was made to hold it every other year.
- **Open House** – 14 people attended. A lot of work went into the preparation.
- **NYLA Conference** – Jo-Anne & Phil will be attending for UHLS. The pre-registration numbers are very low.

UHLS Board & Finance Committee: N. Pieri

- Finance committee members met with Phil, Heidi, & Joe Sherry to discuss investing options.
- Budget draft – to be presented at October meeting. Proposal impacts staff salaries.

UHLS Administration: J. Zelman

No meeting

Services Committee: R. Naylor

No meeting

Central Library: P Hicok

Meeting on 10/6/09

New Business:

None

Old Business:

- Barbara (GUIL) reported on fees charged for services. There is nothing in the regulations regarding fees for non-district residents. They have written a letter to DLD for clarification. Saratoga has patrons join the Friends group in order to get services. There was a discussion of who should be serving the unchartered areas. Gail (VOOR) suggested adding the various restrictions to the UHLS web page.
- Directors' Association Conference – 11/6 – UHLS has underwritten 50% of the conference. Gail explained the programs being offered. She would like some samples of what directors give to their Boards. Also, the migration committee has been looking at different automation systems.

Nuts & Bolts:

APLM: Closing the transitional location for Pine Hills. 10/10 will be the last day of service. The projected “soft” opening for Pine Hills is 11/16. APL is restructuring the administration with new positions of Program Manager, Head of Reader Services, and two Branch Supervisors. A new Chief Financial Officer will start in November.

GUII: Developing an emergency response plan to H1N1 – to be approved by Board. Resolving skylight issue – the orientation of the skylight was incorrect; it should be north/south, not east/west. Also the glare was very bad and the skylight has been covered by tarps.

RCSC: Have a Saturday story time. Libby Post will be at the next Board meeting to discuss focus group to help with rebranding.

EGRN: Receiving bids for repairs to building – water issues and roof repair. Will be holding a strategic planning meeting with department heads. 11/11 will be a staff development day. Programs are doing well. They have Facebook, Twitter, & MySpace – all started by the Teen Librarian. They are also working on a new website design with Bright Design from Rensselaer.

HOOE: Attended UHLS/MVLA workshop on Teens – very valuable workshop. Presenter mentioned getting high school teachers’ names and emailing them to see what the library could do for them.

POES: New work room is completed and very functional. Tim Gordon held “office hours” at the library.

BRUN: Moved into new space last Saturday. Beautiful day. Donations are coming in – they received a \$15,000 donation on opening day. The circulation has doubled.

TROY: Passed budget for funding. Libraries need to target the community in which they are located. Troy worked to target supporters to motivate them to vote.

SNLK: Tim Gordon at library. They are waiting for bids for kids’ room renovation.

NASS: Stopped restricting new items – have not seen a change. They are still restricting DVDs for 3 months. Pairing with the League of Women Voters for a Meet the Candidates event.

WTVT: Starting a YA book club. They have a YA coordinator and are redoing the YA area. Oktoberfest will be held 10/23.

RVLL: Have gone to bi-weekly pay periods instead of monthly. Still short-staffed. Have a person for story hour. A patron is donating pumpkins for story hour. The community is using the website more than expected. Asked about a salary issue.

VOOR: Successful Small Town festival – 600 people, 6 bands, 50 vendors/businesses/nonprofits. Will be offering Skype to patrons by appointment – designed for military families. Saw a library that used “tech pages” – young people who could help with tech issues with patrons. Gail asked if anyone was doing anything about joblessness. EGRN & BETH have programs.

BETH: Depository for Tim Gordon’s book drive. Working with Libby Post for rebranding. Running a program for staff – ERS – what to do before retirement.

STEP: Fundraising Auction – online auction going on through the library website. Celebrating Banned Books Week by showing Fahrenheit 451.

BERN: New manager. Have just purchased senior citizens building for library but not sure if it will go through.

ALTM: Open 2-5 on Sundays. Bike Race.

Adjournment

Motion: (Zelman/ Gaillard) To adjourn meeting. Motion carried. Meeting adjourned at 10:45am. Next meeting is December 4, 2009 at 9 AM at UHLS.

Submitted by,
Margie Morris