

Directors' Association Upper Hudson Library System Friday, February 5, 2010 at UHLS

Attending: Judith Wines (ALTM); Tim Burke (APLM); Judy Petrosillo (BERN); Nancy Pieri (BETH); Julie Zelman (BRUN); New Director (COHS); Richard Naylor (COLN); Evelyn Butrico (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOF); Lenny Zapala (MEND); Margie Morris (POES); Jane Chirgwin (RENS); Laurenne Teachout (STEP); Paul Hicok (TROY); Phil Ritter (UHLS)

Minutes:

Meeting convened at 9:02 AM

Motion: (Naylor/Burke) To approve minutes of December 4, 2009 meeting. Motion carried.

Welcomed new director from COHS.

UHLS: Phil Ritter

- For those who have not heard, **Phil is retiring** effective August 1, 2010. The Board of Trustees has formed a search committee.
- **UHLAN fee** – cost sheet has been sent out. 2011 is the last year of the UHLAN contract. A new contract must be in place by the end of 2010. The new director of UHLS will need to work on that. Member libraries should be thinking of concerns and recommendations and submit them via ASC.
- **Deadlines:**
 - 2/8 – corrected list of trustees
 - 2/15 – State report due. The new software allows for much more visual oversight and reports for Heidi.
 - 3/19 – Nominations for annual awards
 - 4/12 – Annual narrative for annual report
- **Lobby Day** – distributed list of appointments and talking points – Phil asked for a list of people attending from member libraries. There will be 7 people to meet with and participants may meet with as many or as few as desired. Everyone should meet at 10am.
- 3/1 – New York for Better Libraries Annual Banquet. Last year they raised \$13,000. This year focus will be on legislative leaders.
- **Snapshot NY** – photos of typical day at the library. Everyone should pick their own date. Submit directly to NYLA by 2/24.
- **NY Libraries: Essential** – online petition through NYLA. Should be posted on member library websites, facebook, etc. Libraries have suffered 20% loss of funds in the past year.
- **LSTA Grant** – UHLS was told by DLD that the original grant chosen would not be approved. The grant was changed to the second choice – Storytelling. The grant needs to include a technology piece. UHLS has everyone they need to participate. They hope to have it Board approved at the next meeting.
- **Mini-grants** – Have been sent to Services Committee to be reviewed.

UHLS Board & Finance Committee: N. Pieri

- Phil announced retirement
- Approved reconciled budget
- Mini-grants discussed

UHLS Administration: J Zelman

Looked at Asian Arts Studio – they are complaining about irregularities in the floor. UHL is getting estimates to fix the problem. So far they are between \$7,000 & \$15,000. Directors' Association - discussion as to whether it would be cheaper to let them out of their lease. Paul said in this fiscal climate, we should not be spending that money.

Services Committee: R. Naylor

Award guidelines reviewed and updated

Central Library: P Hicok

No meeting

New Business:

Phil reviewed the status of CAST library as per letter from DLD.

Old Business:

Director Association Dues – Tim distributed draft of proposed membership fees. It based on local support which was taken from annual reports. There was discussion of fee schedule, possibility of one flat rate for everyone. If libraries do not participate, charge more for attending events. This fees structure would allow for continuing education support. Is this the way to go? Should fees be raised for the DA conference itself? Instead of a conference (as NYLA is in Saratoga for the next 3 years), could offer smaller workshops throughout the year. Lenny asked if we, as a group, wanted to have money for special programming. The issue is referred back to the committee.

Nuts & Bolts:

TROY: Bidding for the elevator project – about one half million dollars. Needs to be completed by June 30. They have been approved by the Regents as a Special District Library. Still negotiating with city of Troy for funds. Soliciting an opinion from the State Comptroller. Troy needs the city to make whole the amount due to the library for the District.

POES: Able to have more programming as a program coordinator is in place.

RENS: Moved into new space in November. Still some items that are not done. Pleased with the new space. New clientele coming in.

BRUN: Also seeing a change in clientele. More usage. Construction is not done – have had some plumbing issues. Raised \$500,000 through their Capital Campaign. New website will be up soon.

MEND: Card usage changed due to Albany North and EGRN. Thinks it is due to the YMCA.

EGRN: On 3/8 will have an internal move – computer lab will be in front of the reference desk. Teen Room will go into computer lab. Moving things around in the children's room. Made some shelves shorter so as not to block the windows. Outdoor construction is on hold. Have a new Board member. Plan of service was submitted to UHLS. Will be holding a classical concert on 2/14.

HOOF: Used policy from BETH regarding volunteers in the library. Carol has suggested closing earlier and opening later due to limited circulation on Friday & Saturday (issue on hold). Having problems with staff taking time off for vacations. An employee policy was suggested by several people.

STEP: Foundation Center – they have been accepted as a site for grant seeking. Having a Director review by the Board. Doing a "Read for Haiti" with proceeds going to American Red Cross.

BETH: Have finished remodeling of Teen Center – new furniture from Sweden. Teens are using the space.

GUIL: Solar panels are up – waiting for National Grid to approve. NYSERDA is giving grants. Someone is going through the dumpster. The maintenance person chased them away and got the license plate. They think it may be connected to purse snatching at the YMCA. There is a new skycam in front of the building, can be viewed through the website. GUIL is the second library in the state to have a web radio station – Radio GPL. Highlighting CDs from their collection and podcasts.

COHS: Still learning about the library. Received a grant for air conditioning. City has started to order the equipment.

BERN: Leaving name as Berne Public Library. Held a terrarium program - good attendance. Laptop was stolen last week. Will hold a book sale in April.

ALTM: Love Your Library Gala in March. Public wi-fi starting in spring from the gazebo with support from Key Bank.

APLM: 2 of 5 libraries are open. Very successful – numbers are up. Howe – 3/15 soft opening, 3/27 grand opening; Bach – 5/3 soft opening, 5/15 grand opening; Arbor Hill – likely June. Main library – Albany Center Gallery space moved out last year. Will now be the local history room. Should be done in the summer. Limited hours, by appointment. APLM will be a site for part of public access in the City of Albany. They are housing it, but not staffing it. It is a volunteer organization. Equipped by Time Warner/ School of Radio will be a part of it. Will be in the former Book Cellar space. Tim went to a conference on library design at the Harvard School of Design. Great experience. Recommends it if the opportunity arises.

EGRN: Evelyn asked about public phones in the library. Being charged \$35 per month. Consensus was to take it out. Nancy said you can purchase your own pay phone.

Adjournment

Motion: (Zelman/Zapala) To adjourn meeting. Motion carried. Meeting adjourned at 10:30 AM. Next meeting is March 5, 2010 at 9 AM at UHLS.

Submitted by,
Margie Morris