

**Directors' Association**  
**Upper Hudson Library System**  
**Friday, December 3, 2010 at EGRN**

**Attending:**

Judith Wines (ALTM)  
Carol Nersinger (APLM)  
Judy Petrosillo (BERN)  
Nancy Pieri (BETH)  
Julie Zelman (BRUN)  
Sukrit Goswami (COHS)  
Evelyn Butrico (EGRN)  
Barbara Nichols Randall (GUIL)  
Lenny Zapala (MEND)  
Sharon Hodges (PTRB)

Margie Morris (POES)  
Judy Felsten (RCSC)  
Kim Graff (RVLL)  
Rebekah Jarvis (SCHG)  
Mindy Fowler (SNLK)  
Paul Hicok (TROY)  
Tim Burke(UHLS)  
Gail Sacco (VOOR)  
Amanda Chiplock (WTVT)  
Sue Hoadley (WSTL)

**Visitors:** None

*Thanked Evelyn for hosting the meeting. Introduced Rebekah Jarvis (SCHG)*

**Minutes:**

Meeting convened at 9:05 AM

**Motion:** (Zapala/Butrico ) To approve minutes of October 1, 2010 meeting. **Motion carried.**

**UHLS News: Tim Burke**

- **State Funding** – UHLS was given basic aid in September. The other aid was not released and is being delayed. It needs legislation to have it released. Supplemental money – Outreach, Jail, Central Library – is being held up. Tim believes action will be taken by the end of the year, but it may not be until into 2011. There is a 1.1% reduction. At this time, it does not look like anything else will be held back. Next year will be worse; systems were told to build budgets on 3-5% cuts from the State. NYLA was told it could be up to 10%. The current UHLS budget is built on a 3-5% decrease for 2011. This was passed by the UHLS Board. Typically the budget is amended at least once during the year.
- **Plan of Service** – this ends at the end of 2011. DLD offered systems the opportunity to extend for one year. UHLS will work on the plan during 2011. Member libraries have not been involved in the process in the past, but this time will be different. UHLS hopes to make use of a facilitator and has been talking to the former president of NYLA to share her services with MVLS and work on the plan. Gail thought maybe a joint session with MVLS & SALS would be good to discuss collaboration and services. Tim said even without the plan, a meeting like that is still important and will likely be recommended through State government as they move toward more collaboration.
- **UHLS Annual Dinner** – 50<sup>th</sup> year! Instead of deciding which side of the river to hold the dinner, it will be on the river. Captain JP Cruise on June 8, 2011. This dinner will be lighter on content and heavier on celebration.
- **UHLS Annual Report** – will be distributed on CD instead of print. One print copy will go to each library. Discussion – most people do not want a CD. They asked to have the report put on the website instead.
- **Aquabrowser Survey** – please complete and share with other to do so also. Barbara asked if the survey could be added to the catalog search area so patrons would see it.
- **Outreach Mini Grants** – Reports due 12/17. Submissions for 2011 due 1/24. Someone from the library must have attended a workshop before submitting a grant. Tim explained the reasoning behind required workshops. UHLS is looking at what will happen next year so people do not attend the same information session. Paul asked if there had been any thought to reducing the number of grants awarded and increasing the amount of funding. It is becoming more costly to prepare than the money received.

- **Comic Grant** – applying with MVLS – about 12 libraries have expressed interest
- **Mockarena** – MVLS & UHLS Caldecott nominations book talk – 12/9/11

### **UHLS Board & Finance Committee: N. Pieri**

Oct/Nov meetings

- Discussed budget and approved it
- Bank RFPs reviewed – will make recommendations to the UHLS Board in January
- No December meeting

### **UHLS Administration:**

October meeting

- Discussion of annual dinner and annual report
- Moving UHLS Board to less paper – distributing things electronically
- No December meeting

### **Services Committee:**

Oct/Nov meetings

- Approve two variances for CAST – paid director and annual report to community
- Central Library budget
- No December meeting

### **Central Library: P Hicok**

No meeting

+ Gail commented on the decision to discontinue the training and education database. She would like UHLS to consider becoming one of the contributors to lower the cost to member libraries. She also feels joint marketing would be needed. Carol N has a problem with going against the Committee's decision to discontinue the database. Evelyn stated that it was not going against the decision but trying to find a way to afford to keep it for those who would like to do so. Kim agrees that marketing is an issue. Once she started telling patrons about the database, they started using it. Most people agreed it was a valuable tool but how should it be paid for? Paul stated that we have been talking about marketing databases for 20 years. He would like UHLS to put marketing in their 5-year plan.

### **Old Business:**

Circulation parameter standardization (aka “consensusizing”)- Tim distributed the circulation survey done in 2006 to see if there was anything we could all agree on. He feels we need a smaller group to actually work on it but the larger group could decide on what to target. Barbara said that today we wanted to discuss maximum number of requests. There was discussion as to how widespread the problem was. Some libraries have space issues for holds. Gail would like to add limited/no use of computers and renewal of books if fines are owed. Tim said if the group was ready to have a committee, he would help set some parameters. Barbara feels 50 requests would be a good start. These issues tend to stall at the directors' level. It is more for Resource Sharing. Tim asked if it should be changed to Resource Sharing to work on. Everyone agreed – consensus!

### **New Business:**

Barbara distributed a spreadsheet showing fines collected by libraries for other libraries. Not all libraries were listed and Barbara was asked if she could provide the information for all libraries. Barbara stated that everyone said the fines were a “wash” but it seems like that is not really the case. Others stated that there was a difference between money and lending. Barbara feels GUIL lost over \$250,000 last year. She would like this issue looked at as well as the UHLS formula for UHLAN fees. Tim has already been looking at this. He doesn't feel there is a cost to the system for the number of holdings a library has. The cost is more in the activity, the movement and the actual services provided through UHLS. The fees need to go out by the end of January for the 2012 UHLAN services. Tim has spoken to other systems to see how they do their billing. Judy suggested looking at other states

to see how they do their payment model. Tim would like us to remember that we are a cooperative system and need to work together, especially when funding gets tighter..

**Notable Programs:**

**VOOR** – successful Ellis Island field trip. Started with a book discussion and then “meet the author.” They has a personalized tour at Ellis Island. They are planning another trip.

**BETH** – has ALA traveling exhibit for Lincoln. They have held a series of programs. GUIL will have it in February.

**COHS** – have a couple of ebooks. They are allowing patrons to use them within the library. They will take a credit card to let people borrow them. Sukrit is working on the policy for this and he needs to work with the City of Cohoes. Staff has had training.

**Problems/Solutions:** No items

**Open Forum:** No items

**Adjournment**

**Motion:** (Nichols Randall/Butrico) To adjourn meeting. **Motion carried.** Meeting adjourned at 10:40AM. Next meeting is January 7, 2011 at 9 AM at UHLS.

Submitted by,  
*Margie Morris*