

**Directors' Association
Upper Hudson Library System
Friday, October 7, 2011 at UHLS**

Attending:

Judith Wines (ALTM)
Judy Petrosillo (BERN)
Geoffrey Kirkpatrick (BETH)
Julie Zelman (BRUN)
Amy Peker (CAST)
Matthew Graff - Interim (COHS)
Richard Naylor (COLN)
Evelyn Butrico (EGRN)
Barbara Nichols-Randall (GUIL)
Carol Gaillard (HOOF)
Lenny Zapala (MEND)

Pat Sahr (NASS)
Margie Morris (POES)
Judy Felsten (RCSC)
Jane Chirgwin (RENS)
Kim Graff (RVLL)
Mindy Fowler (SNLK)
Paul Hicok (TROY)
Tim Burke(UHLS)
Gail Sacco (VOOR)
Sue Hoadley (WSTL)

Visitors: Marsha Middleton – representing APL

Minutes:

Meeting convened at 9:05 AM

Motion: (Petrosillo/Zapala) To approve minutes of August 19, 2011 meeting. **Motion carried.**

UHLS News: Tim Burke

- **2011 Proposed UHLS budget** – Finance committee will submit this for approval to the UHLS Board at the October 12th meeting. On October 20th there will be a public meeting at 4pm at UHLS for the budget. The budget will be on the website by the end of today. UHLS is struggling to maintain services with shrinking resources. Money is being taken from savings to balance the budget, but it will not be used if not needed.
- **Central Library Advisory Committee** – e-pub committee met
- **CORE Trustee training** - Tim encourages directors to have their Boards schedule a session.
- **UHLAN contracts** – Five contracts have come back to date. Both copies need to be signed the Board president and returned to UHLS. One copy will be sent back for the library's records. Tim is happy to answer any questions regarding this contract.
- **Courier service** – new contract started August 1, 2011. Reminder that the new holiday schedule for the courier has started.
- **UHLS Garage Sale** – still a few things left
- **NYLA Conference** – In Saratoga, November 2-5, Tim encourages attendance. There are many good programs being offered. Mary & Jo-Ann will be offering their wedding program on Saturday morning.
- **e-Content Development Committee** – they will focus on the big picture with input from Adult Services, Youth Services, and Central Library. The first item is:
 - How should member libraries participate?
 - How to order?
 - How is format different than others?

UHLS Board & Finance Committee: E Butrico

Finance committee met September 14th – Central book Aid & Central Library Aid. Closed on mortgage.

UHLS Administration: J Zelman

Construction grant for new roof on the building. Annual dinner – received good feedback. Barbara noted that the boat left too early for some trustees to attend. Committee is open for new ideas.

Services Committee: R. Naylor

Reviewed construction grant proposals – all were funded. Two were funded at 50% (new spaces). All participating libraries have been notified and all money has been used. There will likely be some money from other systems that has not been used.

Central Library: P Hicok

Meeting held on September 23rd. There was conversation about the Central Library program. The legislation creating the Central Library program is over 50 years old. Currently, the Central Library money goes to support databases (Ancestry.com, Heritage Quest, Mango); eBook content; and two part-time positions for ILL. The ILL may be an area that is out of date. The Overdrive annual fee might better be absorbed by the Central Library rather than UHLS. There will be a meeting on October 20 to discuss the budget and distribution of funds. Paul is open to any suggestions/recommendations for the Central Library. DLD has made it clear that the final decisions lie with UHLS and the advisory committee and not the Central Library Board.

Tim reminded everyone we are starting to develop a Plan of Services and that eBooks and Central Library could be a big part of that plan. Tim explained the process in place for developing the plan.

Old Business:

Election of officers:

Motion: (Butrico/Felsten) To elect the slate of officers as presented. Carried

President – Sue Hoadley

Vice President – Lenny Zapala

Secretary – Margie Morris

New Business:

Staff security levels in Horizon: At the last ASC meeting it was determined that this issue needed to be considered by the Directors' Association. Gail had brought up the need for different levels. APL already has different levels of access. Rob Carle has said that libraries can choose what level is needed. It seems that smaller libraries need fuller access for all staff. Barbara wants to have different levels of security for library staff and library volunteers. BETH uses different levels, as does COLN. It would be helpful to have a sample of the different levels available. Discussion as to whether ASC should open the security committee again.

2% Tax Cap: Gail is having a lot of conversation with taxpayers. She would like UHLS to ask the Comptroller to do a case study for us to show how the 2% works. Barbara noted that there is a webinar from the Comptroller on this topic. Also when the FAQs are posted there will be answers regarding libraries. Barbara thinks an attorney would be more valuable in the discussion. There was a lengthy discussion regarding dealing with the educating of patrons on this topic. It was stated that it is the Board of Trustees' responsibility to deal with fiscal matters. Tim stated that the tax cap impacts everyone – there is no definitive information, only interpretation at this point. UHLS can do a trustee training on this topic. They could also invite SALS & MVLS trustees if we wanted.

Notable Programs:

EGRN: October 11 – first Friends of the Library Trivia Night – bring a team. Bake sale, raffles – 6pm.

GUIL: Rocky & Bullwinkle Marathon – sponsored by Crossgates Mall. Pink Ribbon Tea held at the Holiday Inn Express – Readers for the Cure.

BERN: Zombie Festival for Teens – movie Jeopardy.

GUIL & VOOR: Let's Talk About It: Making Sense of the Civil War. The libraries have been collaborating on a lot of programs.

BRUN: Holding third book discussion sponsored by the Council of Humanities. BRUN is offering sets of books to other libraries to be used for discussion groups. Suggestion that it would be helpful to have a list of titles available for book groups.

Problems/Solutions:

EGRN: Collecting for lost items – check goes to owning library. Do not send cash through the courier.

TROY: Budget was defeated by 20 votes. Attorney doesn't feel a re-vote can be put out – it is an annual vote only. Need to work off of last year's budget.

Open Forum:

None

Adjournment

Motion: (Felsten/Fitzpatrick) To adjourn meeting. **Motion carried.**

Meeting adjourned at 10:35 AM. Next meeting is December 2, 2011 at 9 AM at UHLS.

Submitted by,
Margie Morris