

**Directors' Association
Upper Hudson Library System
Friday, May 4, 2012 at UHLS**

Attending:

Judy Petrosillo (BERN)
Geoffrey Kirkpatrick (BETH)
Julie Zelman (BRUN)
Amy Peker (CAST)
Matthew Graff (COHS)
Richard Naylor (COLN)
Evelyn Butrico (EGRN)
Stephanie Preston (GRAF)
Barbara Nichols Randall (GUIL)
Carol Gaillard (HOOF)
Pat Sahr (NASS)
Sharon Hodges (PTRB)

Margie Morris (POES)
Judy Felsten (RCSC)
Jane Chirgwin (RENS)
Kim Graff (RVLL)
Jessica Lewis (SCGH)
Mindy Fowler (SNLK)
Laurenne Teachout (STEP)
Tim Burke(UHLS)
Sandi Goodwin (VAFL)
Gail Sacco (VOOR)
Gene (Eugenia) Schatoff (WTVT)
Sue Hoadley (WSTL)

Visitors: Jo-Ann Benedetti (UHLS); Karen ? (EGRN)

Welcome to Jessica Lewis – the new director at SCGH.

Minutes:

Meeting convened at 9:05am. Tim ran the start of the meeting. Sue took over upon her arrival.

Motion: (Gaillard/Butrico) To approve minutes of March 2, 2012 meeting. **Motion carried.**

UHLS News: Tim Burke

- Tim distributed his report on items/issues over the past two months. Please see attached for details.

UHLS Finance Committee: E Butrico

- First payment for TBS upgrade (HVAC)
- Ceiling tiles and faucets replaced
- PULISDO dues paid
- Invitations sent for Annual Dinner

UHLS Administration: J Zelman

- Decided on Trustee of the Year – discussed guidelines
- Encouraged more people to submit names next year

Services Committee: R. Naylor

- Discussed construction grants – most of this information is contained in Tim's attached report
- Drafting criteria for 75% funding
- DA members discussed honoring retiring trustees

Central Library: P Hicok

None

e-Content Committee – A Peker

- Met on 5/2: working on guidelines for collection development, member library contributions, reporting requirements to assess trends, establishing an e-content advisory council for UHLS

Old Business: None!

New Business:

Adult services – discussed e-content.

1. Jo-Ann reported on MARC records. Do we need MARC records in Horizon for ebooks. There is a cost to every MARC record. UHLS has spent \$15,000 on the 11,000 titles currently in the system.
2. Lifting the ban on Harper Collins

Motion: (Morris/Naylor) Lift the ban on Harper Collins ebooks. Opposed: 2. Abstained: 1 Carried.

Richard stated that he had been adamant about instituting this ban but now several other publishers are worse. The cost of ebooks for libraries has been set very high by some publishers. There was discussion/concern about record keeping for the 26 checkouts. Margie said that the biggest complaints heard from patrons are the lack of choices and the long waiting lists. If we want to stay relevant and viable in our communities, we need to give our patrons what they are requesting, even if we don't agree with the 26 checkout policy.

The Central Library automatically purchases additional titles when the reserve ratio is 6:1. There was discussion on tracking the use of the ebooks. Jo-Ann reported that she monitors the statistics regularly (daily). Tim said one of the things the e-content committee discussed was reporting back to the member libraries.

Reappointed Evelyn to the UHLS Board for a 5-year term.

Selected a **nominating committee** for new officers – Geoff, Judy P, Laurene

Evelyn requested that member libraries **not override** other library's restrictions. Judy P emphatically re-stated that no one should be overriding restrictions from other libraries.

Online registration – Geoff believes that Horizon has a module for online registration. Tim recalls that the DA did not want to go with the online registration. Barbara stated that the problem is patrons lie about things. Geoff explained what he would like to see. Tim will ask ASC to explore this option.

Barbara noted that all **state legislators** will be new to their areas (after the elections). She would like to have a legislative breakfast in January.

Gail encouraged people to **donate to New Yorkers for Better Libraries PAC.**

Notable Programs:

None!

Problems/Solutions:

None!

Open Forum:

RCSC: Will be presenting their expansion program - "Why Do Libraries Need to Expand."

EGRN: Expanding video loans to 1 week, with one renewal.

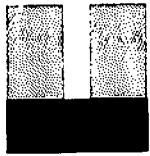
GUIL: Reorganizing staff in the library. Will be hiring one Librarian 3 and two Librarian 2.

BRUN: Diner program – free. Presenter gave library \$5.00 for each of his books sold.

Adjournment

Motion: (Butrico/Gaillard) To adjourn meeting. **Motion carried.** Meeting adjourned at 11:05 AM. Next meeting is June 1, 2012 at 9 AM at UHLS.

Submitted by,
Margie Morris



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Report for 5/4/12 Director's Association meeting

- 1) **NYS Budget Agreement** - On Tuesday, March 27 an agreement was reached on the 2012 NYS Budget. There is good news for libraries in the budget. Library Aid will be increased by approximately 3.25%, which represents an increase of \$2.615 million over the 2011 level. In the budget negotiations the Senate had supported a 4% increase for libraries, while the Assembly proposed a 1.5% increase. This represents a significant success for library advocacy and should encourage the library community to keep delivering the message that New York's Libraries and Library Systems are a smart investment of taxpayer dollars.
- 2) **LSTA Service Improvement Grant** - UHLS will be participating in a 1-year federally funded Service Improvement Grant from the Library Services and Technology Act. UHLS is allotted \$17,400 in LSTA funds through this program. Using these funds we are presenting two program series as described below:

Beyond Storytime: Positioning Libraries As Early Literacy Centers will train staff to consistently and effectively incorporate concepts from the latest early literacy research into UHLS member library's storytimes and other programming for children ages 0-5. The project will also provide training and resources to library staff to assist them in transforming their library into an early learning center. Even in the smallest space, libraries can provide activities and an environment to foster independent early learning. The grant amount requested for this program is \$13,000.

Managing the E-book Explosion: will empower UHLS member libraries to better serve their customers within the context of the digital content landscape. Upper Hudson Library System will hold a series of 4 training sessions on topics such as digital collection development, accessibility of digital collections, and the digital publishing industry. The grant amount requested for this program is \$4,400.

- 3) **LSTA Summer Reading Program Grant** - As we've done in the past, UHLS will be participating in a federally funded LSTA grant to support our Summer Reading Program for the member libraries. The allotment to UHLS from this grant is \$12,000. Using these funds we are planning another SRP Challenge grant as described below:

Summer Reading Best Practices Challenge draws on the top ideas from summer reading program challenges in 2008-2011. Each library participating in the 2012 New York Statewide Summer Reading Program for children or teens will be challenged to incorporate a broad array of proven strategies for a better Summer Reading Program into their work. Through use of these

proven strategies, the Summer Reading Best Practices Challenge motivates library staff members to:

- Expand their partnerships and marketing for Summer Reading Program
- Include underserved people by reaching beyond traditional users and services
- Connect more closely to their local schools to promote summer reading and build relationships for continued collaboration

The Summer Reading Best Practices Challenge is offered as a tiered approach with higher levels of effort reaping larger stipend rewards.

4) **Plan of Service** - The Plan of Service Development process is moving along. The three scheduled focus groups have been completed. There was a good turnout (~ 45 total attendees) for the meetings with a healthy mix of member library trustees, directors and staff and UHLS trustees and staff. The groups shared their ideas about the future based on the following broad questions:

1. **Anticipating the next five years, what will impact your library & library services?**
2. **How can UHLS's current and potential services support your library's vision of the future?**
3. **What UHLS programs and services have the most value to your library?**
4. **What would strengthen the library environment in Albany and Rensselaer counties?**

Next steps in POS process

Advisory Council Input sessions

May 10 - Youth Services

May 24 - Database/Resource Sharing/Adult Services (combined)

Data Review/Discussion of organizational goals

May 31 (? TBD) - UHLS Staff and UHLS Board of Trustees

June 1 (DA meeting) - Director's Association

5) 2011\ NYS construction grants - all approvals are completed, DLD waiting for Div. of Budget to give the approval to release the awards ("should be very soon"). Ward notices will go to state legislators first and then to UHLS/Member libraries a few days after that.

6) 2012 NYS construction grants - The UHLS Board is still working on the criteria for the "up to 75% award" for libraries that are located in an economically disadvantaged community.

June 7 10am-12noon - DLD webinar to explain the changes and updates to the online application for the \$14M Public Library Construction Grant Program. This webinar is for

both system staff and for individual library staff who are involved with either developing applications for this grant program or manage this grant program at the system level.

The application software for 2012 should be opened up "soon after the June 7 webinar."
(from Mary Linda Todd, DLD Construction Grant Administrator)

2012 Construction grant application due to UHLS on or before Friday, August 24

Applications due to DLD from UHLS on or before Wednesday, October 10.

- 7) **Changes to UHLS E-content Catalog** - As of Monday, May 7, UHLS users will notice a new look to our e-content catalog. As a result of our meeting with the CEO of Overdrive at last month's PLA Conference, UHLS was invited to be among the first consortia to be switched to Overdrive's new catalog interface - the WIN Catalog. Some of the other active pilot sites for the WIN Catalog are New York Public Library, Boston Public Library, Cuyahoga County (OH) Public Library, and Rochester (MN) Public Library.

The key new features of the WIN interface include:

Recommend to Library- allows UHLS cardholders to make recommendations for new titles to add to the UHLS collection, including the ability to be notified if/when a title is ordered and to be placed on the request list of the title when it is available for circulation. All patron recommendations all will go into the report area of Content Reserve and be identified by the home library of the recommending patron. Jo-Ann will set up a system to ensure all member libraries are made aware of the recommendations from their patrons.

Buy it Now - allows users to leave the UHLS site and link to a selection of online booksellers (including the Indie Network of independent booksellers) so they can purchase e-content titles for themselves that they want immediate and/or permanent access to. Each purchase made using any of these links will result in 6% of the sale going back to UHLS in the form of content credit to purchase additional titles from Overdrive for the UHLS collection.

Book/Author/Member Library banner ads - the WIN catalog will feature ad banners for publishers who make their content available to libraries through the Overdrive platform. These ads will include hot new title announcements, promotion of author speaking tours at libraries, links to author Facebook pages, etc. UHLS will also be able to post member library ads announcing their own upcoming programs and events which will be intermingled with the publisher ads. In the pilot phase of the WIN catalog the publishers are not being charged for these ads, but they will be charged when WIN is standardized. When those charges take effect, the Overdrive client (UHLS) will receive content credit for the publisher ads on their site.

Overdrive will also continue to maintain ads for themselves on the UHLS site. The distribution of the various ads is set at 60% publisher ads, 20% library ads, and 20% Overdrive ads. We will have to develop a protocol for the member library ads.

At today's DA meeting Jo-Ann will show a link to the UHLS test WIN site to give you a look at it in advance of the 5/7 switch over and to answer any other questions. I'm excited to have UHLS chosen to be an early adopter site for this new interface and I think the member libraries and all of our users will like the new look and features available to them. Please let me know if you have any questions in advance of the meeting on Friday.

- 8) **Riverway Storytelling Festival** - Yesterday I sent out an e-mail survey (as part of the message) to the Directors, Adult Services, and Youth Services lists to get some feedback on the value of Riverway to the member libraries and their communities. Please be sure to send your responses to Mary by the May 11 deadline.

- 9) **UHLS Annual Dinner** - The invitations are out for the UHLS Annual Dinner to be held on Wednesday June 13 at the Albany Country Club followed by a dessert and coffee open house at the new Altamont Free Library. The RSVP deadline is Friday May 25, so if you haven't returned your reply card please do so soon. Also I would ask you to remind your trustees and your library staff about the dinner and the deadline. Please also let Heidi know if there is a local legislator, gov't official, etc. that your library wants to invite.