

**Directors' Association  
Upper Hudson Library System  
Friday, July 6, 2012 at UHLS**

**Attending:**

Judith Wines (ALTM)  
Carol Nersinger (APLM)  
Judy Petrosillo (BERN)  
Geoffrey Kirkpatrick (BETH)  
Julie Zelman (BRUN)  
Amy Peker (CAST)  
Matthew Graff (COHS)  
Barbara Nichols Randall (GUIL)  
Carol Gaillard (HOOF)

Lenny Zapala (MEND)  
Margie Morris (POES)  
Judy Felsten (RCSC)  
Kim Graff (RVLL)  
Jessica Lewis (SCGH)  
Mindy Fowler (SNLK)  
Laurenne Teachout (STEP)  
Tim Burke(UHLS)  
Sue Hoadley (WSTL)

**Visitors:** Elissa Kane, Library Matters – consultant for preparation of UHLS Plan of Service

**Minutes:**

Meeting convened at 9:08 AM

**Motion: (Felsten/Kirkpatrick)** To approve minutes of June 1, 2012 meeting. **Motion carried.**

**UHLS News: T. Burke**

- Tim distributed his report –see attached
- Item # 5 – CDLC connection with academic libraries is being re-established. An email was sent out early this morning.

**eContent Committee – A. Peker**

- Amy reviewed the Collection Development Guidelines. Item # 7 in the guidelines recommends the establishment of a 7-member Advisory Council for e-content. (See the link on the UHLS website - <http://www.uhls.org/eContentCommitteeFinalReport.pdf>)

**Motion: (Peker/Wines):** To accept the e-content report. Change Advisory Council to Advisory Committee, with elected representatives to be directors. **Motion carried with 1 abstention.**

There was discussion of who should be on the committee – directors only? other representatives from libraries? Also does the committee need to meet quarterly? Amy feels it does need to meet quarterly to start.

**Nominating Committee – G. Kirkpatrick**

- The committee put forth the current officers as the slate for the next year. Sue Hoadley, President; Lenny Zapala, Vice President; Margie Morris, secretary.

**Motion: (Gaillard/Nersinger):** Accept the slate as presented. **Motion carried.** Vote will be held at the August meeting.

**UHLS Board & Finance Committee: E. Butrico**

No meeting.

**UHLS Administration: J. Zelman**

No meeting.

**Services Committee: R. Naylor**

No meeting.

## Central Library: ~~P-Hieok~~ T. Burke

- Committee met on July 2 and worked their Plan of Service. There were four points:
  - Continue collection development in all areas with a focus on e-content.
  - Need for staff at APL for development maintenance
  - Opportunities to pilot new ideas
  - Leverage Central Library support to encourage resource sharing within the system
- The plan needs to be approved by the APL Board and the UHLS Board

## Old Business:

- Online patron registration will be discussed at today's ASC meeting.
- UHLS Plan of service – Elissa Kane distributed process report. There were a total of five focus groups – three general groups, one Youth Services, and one for other Advisory Committees. There were a total of 75 participants. Elissa reviewed the findings. The final UHLS Plan of Service is due October 1, 2012.

## New Business:

- Tim reviewed the CDLC delivery contract
- Barbara reported that CDPHP health insurance costs are increasing by 8-22%. Sue shared the process to get insurance through HealthyNY Bridge Plan.

## Notable Programs:

**Julie** – There is a DVD about Brunswick available for \$15. The DVD and a CD are \$20.

**Kim** – RVLL Writers' Festival starts on 7/26. People can purchase tickets to individual events or group tickets. She described the event offerings. Thomas Locker art will be on display.

**Judy F** – RCSC has updated renovation plans. Shared some glitches. The current building owner wants the library out by October 1<sup>st</sup>.

**Sue** – WSTR worked with RVLL & BERN to bring in a program. It was very successful.

**Laurenne** – STEP holding their Book Sale next Saturday. They will have pony rides and reptiles. She asked about how to get rid of used books. The Young People Writers program starts today. STEP is also going to have a Cabaret event in the Theater Barn in New Lebanon. Tickets are \$45.

**Carol G** – HOOOF has a new employee for Tuesdays & Thursdays. She has already implemented many new ideas.

**Carol N** – APL has a mobile device app which can be used by all libraries. There is an automatic link to Overdrive.

## Problems/Solutions:

None

## Open Forum:

None

## Adjournment

**Motion: ( Petrosillo/Nichols Randall)** To adjourn meeting. **Motion carried.** Meeting adjourned at 10:45 AM. Next meeting is August 3, 2012 at 9 AM at UHLS.

Submitted by,  
*Margie Morris*

## UHLS Report for 7/6/12 Director's Association meeting

- 1) **Plan of Service** - We are continuing to work on the development of the next UHLS Plan of Service. Using the input collected in our focus groups, the goal statements for the plan are being drafted. When completed, the draft plan will be shared with the UHLS Board and Director's Association via e-mail before the end of the summer for review and comment, with a final draft presented to the Board and the Director's Association at their respective September meetings. The final approved plan is due to DLD by the 10/1/12.
- 2) **Construction Grants 2011 Update** - The awards for the 2011 NYS Construction Grants have been delivered to the applying libraries. The libraries received a check for 90% of their total award, with the remaining 10% to be paid out upon project completion. As you may know, UHLS is one of the grant recipients to replace the roof of our building and we received a check for approximately \$87,000 on 6/20. We are in contact with our roofer to schedule the work, but because of the delay in receiving the const. \$ we may not be able to get our project scheduled until later in the season, perhaps as late as the fall. The roof project will not impact UHLS business hours and the System will be fully functioning during the project.
- 3) **Construction Grants 2012 Update** - The application process for the 2012-13 NYS Public Library construction grant program has begun. On June 7 UHLS hosted a webinar presented by DLD on the grant and the online application process, which is now available on the DLD const. grant website. UHLS has been allotted a total of \$444,453 to distribute to applying member libraries. This year's application process will also include the consideration for up to 75% matching awards for eligible libraries. The final member library applications, along with the System recommendations for the awards are due to DLD on 10/10/12. In order to allow for sufficient time to the System review of the member library applications and for the Services Committee and the UHLS Board to make a final award recommendation, **the member library applications will be due to UHLS by close of business on Friday 8/24/12.**
- 4) **NYLA Library Marketing Webinars at UHLS** - Based on the feedback from member libraries, UHLS will be broadcasting the two part "Building a Library Aware Community" webinar being offered by NYLA. The webinars will be shown in the large meeting room at UHLS.

**Tuesday, July 17 2:00pm-3:00pm**

**"Building a Library Aware Community: Bite-Sized Marketing"**

**Tuesday, July 24 2:00pm-3:00pm**

**"Building a Library Aware Community: Getting Your Message Out"**

For more information on these webinars visit the NYLA website at  
<http://www.nyla.org/displaycommon.cfm?an=1&subarticlenbr=575>

- 5) **CDLC Delivery Service** - A few weeks ago the Capital District Library Council (CDLC) announced that due to budget constraints, effective July 1 of this year they would no longer provide delivery service to their member libraries (academic and special libraries in a 7 county area surrounding the Capital District). The CDLC delivery service also provided a connection for resource sharing between the UHLS libraries and the

CDLC libraries as well as to the neighboring public library systems (MVLS and SALS). This would mean that UHLS libraries would be required to handle all interlibrary loans with CDLC, MVLS, and SALS libraries via the US postal service, significantly increasing member library expenses. Because of the high value we place on resource sharing and the negative impact this would have on our member libraries, in the days leading up to the cessation of service we worked with CDLC, MVLS, and SALS to determine how to maintain these connections. **On July 2 the connection between UHLS and MVLS and SALS was re-established** through our delivery company ALDS. I have also recently been informed that **CDLC has made the decision to join the new Empire Delivery Network very soon. When that happens, the resource sharing connections from UHLS libraries to the academic and special libraries in CDLC will be restored.** This also includes the NY State Library. It is anticipated that **CDLC delivery will be re-instituted "before the end of the summer"**, so please watch for further announcements. I want to thank CDLC for recognizing the negative impact of their decision on resource sharing in the wider library community and to acknowledge their efforts to reconnect the libraries in the greater Capital District.

- 6) **Overdrive Digital Bookmobile to Visit UHLS** - Overdrive will be bringing its Digital Bookmobile to the UHLS service area on August 8<sup>th</sup> and 9<sup>th</sup>. On 8/8 the bookmobile will be at the Empire State Plaza on the same day as their Farmers Market. We are working with Troy Public Library to finalize a site for the bookmobile to visit Rensselaer County on 8/9 (likely in downtown Troy along the river). Jo-Ann will be on site with the bookmobile for the duration of both appearances, but she will also be reaching out to all of the UHLS member libraries to join us to serve as the "local connection" for everyone visiting the bookmobile during these visits. Please be ready for that call for volunteers and help support this exciting initiative. For more information about the Overdrive digital bookmobile you can visit <http://www.digitalbookmobile.com/>
- 7) **NYLA Executive Director Update** - The New York Library Association's Council has announced the appointment of Jeremy Johannesen as the new Executive Director effective July 1. Jeremy has been acting as the Interim Executive Director since March of this year and Deputy Director previously. As a member of the current NYLA Council I was a participant in the search process and I am very excited to "turn a new page" at NYLA with Jeremy at the helm. I am looking forward to working with him.
- 8) **UHLS Annual Dinner** - Our 51<sup>st</sup> Annual Dinner was another great success. Congratulations to all of the award winning libraries and thanks to Judith Wines and Tony Kossman for graciously hosting the UHLS "after party" at the beautiful new Altamont Free Library. Thanks also to Heidi for planning the event and orchestrating all the many details that came together in a seamless way. The feedback I received on the event was all very positive, including one comment from an individual who has attended many annual dinners at several different library systems over the years, who specifically commented on "the renewed spirit and support of the system that I saw there." The opportunity for dinner attendees to mingle with each other in a relaxed atmosphere, both at this year's dinner at the Altamont Library and on the Capt. JP cruise ship last year, was frequently mentioned as the "best part of the dinner." There was also strong sentiment that we need to redouble our efforts to hold the dinner in Rensselaer County next year. We're already scouting for new locations, so if you have any suggestions please pass them along to us.