

**Directors' Association
Upper Hudson Library System
Friday, December 7, 2012 at UHLS**

Attending:

Judy Petrosillo (BERN)
Julie Zelman (BRUN)
Matthew Graff (COHS)
Stephanie Preston (GRAF)
Lenny Zapala (MEND)
Pat Sahr (NASS)
Margie Morris (POES)

Judy Felsten (RCSC)
Jane Chirgwin (RENS)
Mindy Fowler (SNLK)
Laurenne Teachout (STEP)
Tim Burke(UHLS)
Gail Sacco (VOOR)
Sue Hoadley (WSTL)

Visitors: Jo-Ann Benedetti, UHLS

Minutes:

Meeting convened at 9:03AM. Thank you to Judy P for doing the November minutes.

Motion: (Zapala, Teachout) To approve minutes of November 2, 2012 meeting. **Motion carried.**

UHLS News: Tim Burke (Notes distributed by Tim)

- **UHLS Free Direct Access Plan** - At their November meeting the UHLS Board approved the UHLS Free Direct Access Plan as proposed by UHLS staff and approved by the Director's Association at the November DA meeting. In their deliberations on the draft plan, the board considered a letter addressed to me from the EGRN Board of Trustees expressing concern about several aspects of the draft plan, specifically the criteria used to define underserved libraries within the System and the increased threshold for out of chartered service area library use. The UHLS board made the decision to approve the plan as presented, but is committed to fully exploring the concerns presented by EGRN. The UHLS Services Committee will begin investigating possible ways to address these issues at their next meeting.
- **NEW UHLS Mission Statement** - A new mission statement for UHLS was adopted at the November UHLS Board meeting. The new statement is:
We strengthen public libraries in Albany and Rensselaer Counties, providing essential services to connect people and information.
The statement was the product of a collaborative effort by the UHLS staff and Board and I think it is a powerful reflection of what we do and why it is important.
- **UHLS Plan of Service** - With the adoption of a new Free Direct Access Plan and a new Mission Statement, I was able to re-submit the UHLS 2012-2016 Plan of Service to the Division of Library Development for review. I am very happy to report that on November 27 we received notification from DLD of the final and official approval of our Plan of Service. I will also tell you that we (all the participants in the POS process for UHLS) received very high praise from a number of DLD staff who reviewed our plan. Congratulations to everyone on a job well done (and finally completed...!).
- **NYS Assembly Hearing on Library Funding** - On November 29, the NYS Assembly Committee on Libraries and Educational Technology (Chaired by Assemblyman Bob Reilly, D-Colonie) held a public hearing on the impact of state funding to libraries. Similar to the hearing that was held last year, this was an opportunity for the library community to address legislators in a public forum to help them understand the importance of funding libraries and library systems in New York State. I provided testimony at the hearing along with more than 20 other individuals representing libraries and library systems from across the state. I was asked to present testimony at the hearing on behalf of the New York

Alliance of Library Systems (NYALS), so I specifically addressed the importance of library systems and system services. The message of each witness was very similar as they provided compelling statistics, stories, and examples of the vital work that New York's libraries do every day as proof that state library funding is a crucial investment in our state. I have included the hard copy of my written testimony at the end of this report for your review.

- **UHLS Going Solar** - In the next few weeks we will be having a solar energy array installed on the roof of the UHLS building. This array will allow UHLS to save an estimated \$4,000 annually on our energy costs. But wait there's more...the best part of this initiative is that there will be no cost to UHLS to procure, install, maintain, and operate the array. The project will be funded through a company called New York Light Energy, which partners with businesses and non-profits located in economically disadvantaged zones and uses federal tax credits received for clean energy projects to fund solar installations. The installation will take place over the next 2 weeks and our solar array will be operating before the end of the year.

I have also begun discussions with New York Light Energy to determine if any UHLS member libraries are located in similar zones. If we find that there are libraries that are eligible for a similar arrangement, we will facilitate an information session to give those libraries the opportunity to learn more about the possibilities for their library.

- **E-content Continuing Education series** - In the first quarter of 2013, UHLS will be presenting several programs in an LSTA supported series on current trends in e-content and libraries.

On February 7th (at BETH), we will be hosting three nationally-known speakers in a day-long "mini-conference" on ebook trends:

Jordana Vincent, one of the co-leaders of the Douglas County (Colorado) e-book project. This library contacted publishers directly to host ebooks on their own content server! Jordana won LJ's 2012 "Movers and Shakers" award.

Patricia Lowery, Technical Services Administrator at Cleveland Public Library will do a presentation on Overdrive Collection Development. Tish has often worked directly with OverDrive as a tester of new services. She presents at OverDrive's National User Group meeting "Digipalooza" on best practices in e-content Collection Development.

Nora Rawlinson, co-founder and editor of earlyword.com. Nora was editor of Library Journal and editor-in-chief of Publishers Weekly for 12 years. Before that, she was head of Materials Selection for Baltimore County Public Library.

There will be a nominal charge for the mini-conference to cover the cost of food and conference administration. Please save the date!!!

In March (exact date TBD), Deb Lambert of the City of Warren Library (MI) will present on "E-books and Their Impact on Library Services". Deb Lambert writes, blogs and presents at national conferences about OverDrive and e-content.

- **LSTA Grant Info** - Changes have been made to the LSTA Adult Literacy Grant Program. UHLS is being offered the opportunity to apply for a 3-year literacy grant, receiving \$14,000 each year for 3 years. The grant must focus on Workforce Development at New York Libraries through Public Library Systems. We intend to use the "mini-grant model" to make these funds available to our libraries. Additional details are still coming from DLD, but we anticipate offering our libraries grants up to \$3,000 for projects that focus on the adult (over 16 yrs.) unemployed/underemployed. Each applying library

must have a community partner, such as a school, one-stop career center or literacy center. The actual grant guidelines to you will look similar to our minigrant applications.

Our application to DLD is due at the end of January. We ask you now to please begin to think of potential projects that you would like to do with these grant funds. Projects are to begin July 1st, 2013. We will continue to pass on information about this grant as it becomes available. If you have any questions please contact Jo-Ann Benedetti.

- **LLSA Final Payments reminder** - Heidi asked me to remind you that you should have received, via the courier, an envelope with a check for the final 10% of your annual Local Library Services Aid (LLSA). If you did not receive your check, please let her know.

Shared at meeting:

- **CORE training for staff** – will help staff know where they are in the big library picture. Tim wants to have other meetings with staff – maybe get all small/medium libraries together to present to all staff. Can cover sexual harassment training, customer service training.
- Watch for further information on two Summer Reading grants.

UHLS Board & Finance Committee: ~~E-Buttrio~~ T Burke

Approved 2013 budget – listed on website

Discussed and approved solar installation

UHLS Administration: J Zelman

Talked to NY Light & Energy to find out how solar project worked. Heidi had talked to the references provided. NY Light & Energy will maintain equipment, there is no money spent and energy money will be saved.

Services Committee: ~~R. Naylor~~ T Burke

Mission statement

Free direct access

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

Budget approved

e-Content Committee: J Benedetti

- Looked at individual member library contributions for 2012 – wondered if it was adequate for 2013. The circulation is up 120% - distributed new sheet for contributions. Committee is asking for 25% more for 2013. There was discussion as to best way to distribute increases. Jo-Ann distributed 2 more sheets to help determine the various contribution percentages/costs. Discussion ensued.
- Advantage title purchases do not count toward contribution to system. Gail asked if UHLS could purchase Advantage titles. Jo-Ann said they were only for individual libraries. Maximum Access is the program that shares unlimited checkouts for ebooks. They are difficult to maintain – they need to be removed from the catalog after 1 year. We are also paying for MARC records and then they are being deleted. Someone from GUIL cleaned up all the MARC records in the catalog for last year.

Motion: (Petrosillo/Morris) Recommend committee use percentage of \$100,000 match for member library contributions for ebooks. Opposed: 2. **Motion carried.**

- Julie has a letter prepared for patrons to send to publishers protesting high costs for ebooks for library purchases.
- Lenny said that everyone is stumbling with how we need to do all this. It will likely take 5-10 years to straighten it out. He also explained the staffing for the Central Library.

Old Business:

None

New Business:

- Gail asked about contacting new legislators – Tim said they are discussing a breakfast.
- Small library representative on e-content committee. Everyone presented voted by ballot on two names – Laurene will be the representative

Open Forum:

RCSC: Mayor decided the library should pay the cost of storing the fitness equipment until they move out. It is being discussed.

VOOR: Willing to share her experiences working with a consultant. The Board hasn't decided if they are going forward with building plans.

RCSC: Judy thinks that people who have worked with consultants could meet and share their experiences.

Adjournment

Motion: (Petrosillo/Zapala) To adjourn meeting. **Motion carried.** Meeting adjourned at 10:35AM. Next meeting is January 4, 2013 at 9 AM at UHLS.

Submitted by,
Margie Morris