

**Directors' Association  
Upper Hudson Library System  
Friday, August 2, 2013 at UHLS**

**Present:**

**Judith Wines (ALTM)**

Carol Nersinger (APLM)

~~Judy Petrosillo (BERN)~~

**Geoffrey Kirkpatrick (BETH)**

Sharon Vogel (BRLN)

Julie Zelman (BRUN)

**Amy Peker (CAST)**

Matthew Graff (COHS)

**Richard Naylor (COLN)**

~~Evelyn Buttrico (EGRN)~~

~~Stephanie Preston (GRAF)~~

**Barbara Nichols Randall (GUIL)**

Carol Gaillard (HOOF)

~~Lenny Zapala (MEND)~~

Katherine Chansky (NASS)

Daryl McCarthy (NGRN)

Sharon Hodges (PTRB)

~~Margie Morris (POES)~~

**Judy Felsten (RCSC)**

Jane Chirgwin (RENS)

**Kim Graff (RVLL)**

Jessica Lewis (SCGH)

Mindy Fowler (SNLK)

Laurenne Teachout (STEP)

Paul Hicok (TROY)

**Tim Burke (UHLS)**

Sandi Goodwin (VAFL)

**Gail Sacco (VOOR)**

~~Vacancy (WTVT)~~

**Sue Hoadley (WSTR)**

**Visitors:** None

Meeting called to order at 10:10 AM

**Minutes:** Approval of minutes of June 7, 2013 meeting.

Richard Naylor asked to clarify his comments regarding the e-Content Advisory Committee. He appreciated that the Central Library was trying out Zinio.

**Motion: (Nichols/Nichols)** To approve minutes of June 7, 2013 meeting as amended. **Motion carried.**

**UHLS News: Tim Burke – distributed notes**

**Senate “Bullet Aid”** - As part of this year’s budget negotiation process the NYS Senate set aside a small amount of money for each Senator to be able to award as “bullet aid” education funding. I’m pleased to announce that Senator Kathy Marchione allocated \$1,600 of her bullet aid to each of the UHLS member libraries in her district (listed below):

Berlin Free Town Library

Brunswick Community Library

Castleton Public Library

East Greenbush Community Library

Grafton Community Library

Cheney Library (HOOF)

Nassau Free Library

North Greenbush Public Library

Poestenkill Library

Petersburgh Public Library

Rensselaer Public Library

Arvilla E. Diver Memorial Library (SCGH)

Sand Lake Town Library

Stephentown Memorial Library

Troy Public Library - Lansingburgh Branch

Valley Falls Free Library

When the awards were announced I sent a thank you letter to Senator Marchione on behalf of UHLS and the member libraries receiving this support and I’ve also encouraged each library director send a similar letter of thanks. I also reminded them that this would be an ideal opportunity to invite the Senator out to their library for a program, story

time, constituent visit, etc. because building that personal relationship between legislators and individual libraries is so important in convincing our electeds to support libraries with their voice and votes in Albany.

**NY State Aid (and 2012 construction grant \$) for 2013** - Unfortunately even with another “on time budget” for New York State, the 2013 library aid payments have not been released as of today. It appears that the current delay is not with DLD but now with the NYS Division of the Budget. There are several efforts behind the scenes in PULISDO, NYALS, and NYLA to urge action on the release of the funds, but with no success yet. The only good news in this is that since this kind of delay is more or less expected, UHLS has built its budget to allow us to continue to function and provide essential services to the members even without getting paid 8 months into the fiscal year! The other casualty of this delay is the payment of the 2012 Public Library Construction Grant awards. Once the aid payments start to flow, the construction grant \$ will get out to the libraries, but until then I can only suggest patience.

**Construction Grants 2013 Update** - Those of you planning to submit an application for the next construction grant cycle should be working away on your application and gathering all of the necessary documents, photos, etc. Remember that there are several significant changes to the allowable projects that you should be aware of as you plan your projects. The changes are explained in the excerpt below from the DLD website:

- 1) *The construction grant program has been modified to include an improved definition of "routine maintenance". The definition has been expanded to state: "Expensive projects with a large scope that are not done every year, such as carpet replacement for large areas of the building and repointing bricks are not considered routine maintenance.*
- 2) *Misc items that are now eligible project expenses include the following:  
The purchase and installation of generators as a back-up to existing utility systems;  
The purchase and installation of assistive listening systems (including loops);  
The installation of broadband connections (monthly connection fees are not eligible);  
The purchase and installation of exterior signage, with or without lighting.*
- 3) *SHPO has entered into an agreement with SED with the purpose of reducing the types of construction activities that previously necessitated SHPO approval. With this agreement in place, a library 50 years old or older may not require SHPO approval depending on the type of construction project activities proposed.*

UHLS has a total of \$444,453 to distribute to applying member libraries and again we'll be including the consideration for the 75% matching awards for eligible libraries. The updated eligibility list was sent out earlier this summer. The final member library applications, along with the System recommendations for the awards are due to DLD on 10/10/13. **The member library applications will be due to UHLS by close of business on Friday 9/6/13.**

**Overdrive Digital Bookmobile to Return to UHLS** - Overdrive will be bringing its Digital Bookmobile back to UHLS in a few weeks. The schedule has the bookmobile visiting the East Greenbush Community Library on Monday, August 19<sup>th</sup> and the W.K. Sanford Town Library (COLN) on Tuesday, August 20<sup>th</sup>. Although taking place at individual member libraries, these events should be seen as UHLS events, so we're looking for all of our libraries to help out and get involved in helping staff the events. Jo-Ann is the coordinator for the visits so please contact her if you and/or your staff can help out.

**MailChimp Program** - In response to interest from a number of member libraries, UHLS will host a program on using the MailChimp free e-mail broadcast tool. **Please save the date - Friday, September 20 at 10:00am in the large meeting room at UHLS.** Two of our own, Amy Peker (CAST) and Judith Wines (ALTM), will discuss the Mailchimp service - how to get started and how they use it in their libraries. Joe Thornton will also share some suggestions on how UHLS can help member libraries with broadcast e-mails. There are several other libraries in the system that use this utility or other services (free or fee-based) and I would encourage as many people to attend to add to the program with their knowledge and experiences. The program will be designed to have lots of idea sharing around this topic from the attendees as well. I ask that you all please share this program announcement with your staff. In order to plan for room set-up, etc. we ask that you **please RSVP to Heidi at [heidi@uhls.lib.ny.us](mailto:heidi@uhls.lib.ny.us) or at 437-9880 x221.**

**2013 NYLA Conference** - Remember that the NYLA conference is less than two months away!! The conference is being held in beautiful downtown Niagara Falls from September 25-28, so if you plan on attending please get your

registration into NYLA soon. Attendance at the annual conference is not only a great professional development and networking opportunity, but it is a way to support NYLA and all of the important work it does for all New York libraries because a significant portion of NYLA's operating funds comes from conference revenue. For your future planning purposes the 2014 conference will be in Saratoga Springs from November 5-9, 2014 and the 2015 conference (the 125<sup>th</sup> Annual Conference!) will be held in Lake Placid from October 21-24, 2015. I'll look forward to seeing some of you in the Falls!

**Barbara Nichols Randall** - As you all know Barbara is retiring from her position as the Director of the Guilderland Public Library. I know we're all taking her out to lunch today to express our thanks wish her well, but I did want to publicly acknowledge her service not only to her own library and community, but also to UHLS where she played a significant role in System activities and decision making including service on many UHLS committees and task forces. Barbara has also made a significant contribution to the larger library community through NYLA and ALA, and she was also one of the founding members of the New Yorkers for Better Libraries Public Action Committee that has done so much good work on behalf of New York's libraries. So for all that and more please let me express my sincere appreciation for Barbara's service to UHLS and to the greater library community.

**From Jo-Ann Benedetti** - A few items that Jo-Ann asked me to share with the Directors Association:

*We are having the digital bookmobile on 8/19 (EGRN) and 8/20 (COLN). Last year, many people came with devices and needed one-on-one help. I would like you to ask our member library directors if they could spare some people to help with the event - staff members who are facile with downloading books to a number of devices would be most welcome. Please contact me if you can help us either day of this event.*

*Congratulations again! We met our quota for the digital download station and should be receiving the unit in September. Once I learn what it does, how to set it up, how best to use it, etc. we'll come up with a schedule for it to travel among our member libraries.*

*A complete list of our book discussion group collections are on our webpage under "Services." They link directly to the record in Horizon. These books are already going out to member libraries.*

*I have not yet heard from NYS about when we will get the funds for our "Workforce Development" Grants. Library Development has been saying for months that "they're working on it."*

*E-Rate reimbursements have started to come in. Please look for your check within the next couple of months.*

**UHLS Board & Finance Committee:** ~~E. Butrico~~ **T. Burke**

Board met in July and reviewed the budget.

**ILS Investigation Committee:** ~~E. Butrico~~ **G. Kirkpatrick**

The committee viewed four webinar/demos of vendors. Symphony is out of the running. Site visits are planned to regions using Polaris and III. Evergreen – the open source product -- is on the backburner. After the site visits, the exploration will be opened to directors and staff.

**UHLS Administration:** **J. Zelman**

No meeting.

**Services Committee:** **R. Naylor**

No meeting.

**Central Library:** ~~L. Zapala~~

No meeting. Some emails were exchanged.

**e-Content Advisory:** **J Wines**

The committee did not meet. However Judith noted that Tumblebooks is now live. Gail had some questions about the rollout of Tumblebooks and Central Library purchasing and renewal of licenses.

**Old Business:**

None.

**New Business:**

Election of New Officers. The Nominating Committee -- Kim and Richard -- presented the slate of officers. Sue Hoadley (WSTR) was nominated for another two-year term as President and Lenny Zapala (MEND) was nominated for an additional two-year term as Vice President. Both were elected unanimously. Judy Petrosillo (BERN) was nominated for a 1-year term as Secretary. However, for the coming term, Heidi Fluge would take the minutes during the meeting. Judy's responsibility would be review and distribution of the minutes before each scheduled meeting. Geoff made a motion seconded by Judy F. Motion carried. Judy was elected unanimously.

Thank you to Margie Morris (absent) for 9 yrs of extraordinary Service as Secretary! Judy F. suggested sending flowers to Margie from the DA. Tim said he would make the arrangements. (Not the flowers, the selection & delivery!)

Central Library Advisory Committee – Small Rensselaer County Representative. Amy Pecker (CAST) was nominated. Barbara made a motion seconded by Richard. Motion carried. Amy was elected unanimously.

Central Library Advisory Committee – Medium Albany County Representative. Judith Felsten (RCSC) was nominated. Barbara made a motion seconded by Geoff. Motion carried. Judith was elected unanimously.

Congratulations to Geoff Kirkpatrick – election as president-elect of NYLA.

Farewell to Stephanie Preston (GRAF) July 29. She is now at APLD.

Farewell to Barbara Nichols Randall (GUIL) Aug 16. Barbara said Margaret will be interim director and she will work in an advisory capacity through Columbus Day. Gail presented Barbara with a gift from the DA – Woodstock Windchimes. A farewell luncheon will be held following the meeting at Beff's on Everett Road.

Demonstration: VOOR Trustee Blog (Gail Sacco). Gail demonstrated the online blog she and her trustees use to share information from budget to policies to best practices – see [blogs.uhls.org/voortrustees](http://blogs.uhls.org/voortrustees).

**Open Forum:**

Kim (RVLL) had up-to-date posters to distribute for the Festival of Writers.

Geoff said BETH had a very successful mini-golf program.

**Adjournment**

**Motion:** (Nichols/Nichols) To adjourn meeting. **Motion carried.** Meeting adjourned at 11:50 AM.

Next meeting is September 6, 2013 at 9 AM at UHLS.

Submitted by,  
*Sue Hoadley*