



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Directors' Association
October 7, 2016

✓	APLM - Stephanie Simon
✓	ALTM - Joseph Burke
	BRLN - Sharon Vogel
✓	BERN - Judy Petrosillo
✓	BETH - Geoffrey Kirkpatrick
	BRUN - Natalie Schipano
✓	CAST - Melissa Tacke
	COHS - Matt Graff
✓	COLN - Evelyn Neale
✓	EGRN - Jill Dugas Hughes
	GRAF - Ronnie Tatro
✓	GUIL - Tim Wiles
	HOOF - Carol Gaillard
✓	MEND - Lenny Zapala
	NASS - Laurrene Teachout
	NGRN - Daryl McCarthy

	PTRB - Sharon Hodges
✓	POES - Margie Morris
✓	RCSC - Judith Wines
✓	RENS - Jane Chirgwin
✓	RVLL - Kim Graff
✓	SNLK - Melinda Fowler
	SCHG - Nick Matulis
	STEP - Laurrene Teachout
✓	TROY - Paul Hicok
	VAFL - Kelly Akin
✓	VOOR - Gail Sacco
✓	WTVT - Michelle Fernandez
✓	WSTR - Sue Hoadley
✓	UHLS - Tim Burke

9:08 AM - Meeting called to order by S. Hoadley, President. She welcomed Stephanie Simon as the APL representative to the meeting.

I. MINUTES

MOTION: J. Petrosillo moved to accept the Minutes of the August 26, 2016 meeting. M. Tacke seconded. Unanimous.

II. REPORTS

Executive Director's Report - T. Burke highlighted features in his written report.

- **Plan of Service:** UHLS Plan of Service has been submitted to DLD, and approved and is on the UHLS website.
- **Construction Grants:** the Construction Grant applications were delivered to the State. The total applications did not use all of the funds allocated to UHLS. Discussion about whether the applications could be revised to use all of the funds. Discussion about School District libraries and Construction Grant applications. It was noted that SED does not have any jurisdiction over those School District libraries that own their building. Those libraries still maintain their relationship with the Town and School District, but no longer require School District action/approval of the grant applications.
- **Recycling books:** T. Burke noted that following the meeting, there will be a presentation by Jamie Hurst, the rep from Thrift Books, regarding recycling library books. Website: <http://www.thriftbooks.com/Library>
- **Bullet Aid:** The Bullet Aid checks have been sent to the appropriate libraries. This is a good advocacy opportunity; when thanking the legislators for the funds, it would be a good idea to invite them to the library for an event such as Storytime - and have a photographer on hand.
- **Core Trustee Training:** the Training dates for 2017 are as follows: January 17th, April 5th, July 11th and October 5th.

UHLS Board and Finance Committee - J. Wines

- The Board heard a report from the rep from UHY regarding the annual financial review and were told that the financial position is very secure.

UHLS Administration Committee - no meeting, no report

UHLS Services Committee - T. Burke reported on behalf of S. Jarzombek

- Both the UHLS and Central Library Plans of Service were reviewed by the Committee and recommended to the Board for approval and submission to the State.
- The Construction Grant applications were reviewed and the allocations submitted to the Board for approval and subsequent submission to the State.

Automation Advisory Committee - T. Wiles

- The one-year members on the Committee are: T. Wiles, J. Dugas Hughes, Katie Kimball and D. Sternklar. The other members will serve a two-year term. The Committee members discussed potential future topics for consideration.

Central Library Advisory Committee - L. Zapala

- The Proposed 2017 Central Library budget was presented and reviewed. L. Zapala noted that the \$10,000 of the total for Boopsie is a one-time startup fee. Theoretically this means that that money will be available in 2018. Boopsie will require some work on the part of the participating

libraries when it is installed. UHLS will help as needed. The goal is to roll out at the beginning of 2017 but patience will be required.

- Discussion about libraries who already purchase Mango and Ancestry databases: once the actual startup date has been set, those libraries should contact the companies to discontinue their subscriptions. If the subscription still has time left on it, there will be a refund.
- T. Burke noted that some of the dollar figures in the budget might change slightly as the final prices are negotiated with the vendors.
- G. Sacco thanked T. Burke and L. Zapala for their work on the Committee.

eContent Advisory Committee - J. Wines

- J. Wines acknowledged all of the work by UHLS staff member Anne Pitlyk in creating the individualized econtent statistical summaries for the libraries.
- There is an approximately \$80,000 gap in econtent purchases now that it has been determined that Central Library funds cannot be spent on any fiction materials. The Committee is hoping that libraries will be able to shift some of their nonfiction funds to cover the much-needed fiction content. It was also suggested that the libraries who no longer need to purchase Boopsie, Mango or Ancestry might consider allocating some of those funds to fiction content.
- J. Wines emphasized that **in 2017, NO LIBRARIES NEED TO PURCHASE ADULT NONFICTION ECONTENT FROM OVERDRIVE** since those materials will be purchased with Central Library funds. If there is something in nonfiction that is wanted, let Deanna DiCarlo at UHLS know about it and the Central Library funds can be used for the purchase.

Report and Statistics Ad Hoc Committee - no meeting

- Discussion regarding the upcoming Decision Center training. Can it be streamed for those unable to attend at UHLS?

III. OLD BUSINESS

- Pop-Up Library - no meeting, no report
- Online patron registration: Joe Thornton made a guest appearance to answer questions. He is in the process of organizing a webpage that will lead patrons through the online process. The way that it is set up to work, it will give the patron a temporary barcode good for 30 days that will only allow access to OverDrive materials. The patron must go to their local library and obtain their 'permanent' card and have the rest of their information entered into the database. In response to questions, J. Thornton noted that there are limited choices available for the types of information that can be added via online registration and that is what will require further information to be entered when the patron comes to the library for the permanent card.

IV. NEW BUSINESS

- Making Strides - J. Dugas Hughes reported that 40 t-shirts have been made. The group will meet at 11:00 AM on 10/16.
- E. Neale asked if any libraries were giving an ematerial card to the schools? Consensus seemed to be that schools were issued a regular library card usable for both econtent and print materials.
- Discussion about a limit to the number of video games that could be checked out. J. Petrosillo

noted that she uses the BERN limit on all video games including those that are sent on interlibrary loan from other member libraries when those limits are larger than Berne's. This prompted further discussion about a maximum limit on all items. How would this be determined? By a number amount or a dollar amount? By the number of holds on an item or per patron? It was suggested that this would be a topic for the Automation Advisory Committee. Several people noted that patrons who homeschool often need to check out a large number of items.

V. OPEN FORUM

- G. Sacco noted that people should turn off "file sharing" on their devices at airports to prevent hacking into phone files. She also noted that libraries should be aware of changes in the ACH filing for payrolls and account transfers.

MOTION: J. Wines moved to adjourn. M. Fernandez seconded. Unanimous Meeting adjourned at 10:38 AM

NEXT MEETING: No November meeting due to the NYLA annual conference. Next meeting will be December 2nd.

Following the meeting, Jamie Hurst from Thrift Books gave a presentation of the company's services related to discarded weeded and donated books. The company's website address is:

<http://www.thriftbooks.com/Library>

Heidi A. Fuge
10/11/16