



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Directors' Association
January 6, 2017

✓	APLM - Scott Jarzombek
✓	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 - Laurene 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 - Laurene Teachout
	TROY - Paul Hicok
	VAFI - Kelly Akin
	VOOR - Gail Sacco
	WTVT - Michelle Fernandez
✓	WSTR - Sue Hoadley
✓	UHLS - Tim Burke

9:04 AM - Meeting called to order by S. Hoadley, President.

I. MINUTES

MOTION: L. Zapala moved to accept the Minutes of the December 2, 2016 meeting. M. Tacke seconded. Unanimous.

II. REPORTS

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

- **Advocacy Day:** March 1, 2017. Information regarding the appointment schedule will be sent out when finalized. T. Burke warned that there might be cutbacks in the budget due to conflicts between the governor and the legislature. On February 10th, There will be a pre-Advocacy Day program at UHLS co-hosted by UHLS and CDLC and presented by NYLA to review the NYLA advocacy message. Directors are urged to invite trustees to attend the program.
- **Bundled NYLA Organizational memberships:** the program is a "go" for UHLS member libraries. UHLS will invoice the individual libraries as soon as NYLA produces the invoicing.
- **New databases:** L. Teachout asked if there was a centralized press release that the libraries could use to promote the new databases.
- **Trustee Training:** The quarterly CORE sessions at UHLS are scheduled for 2017. T. Burke reminded the libraries that he can also schedule presentations for individual library boards.
- **RBDB grants:** these are available through CDLC. "Undiscovered Treasures" are the primary emphasis of the grant: i.e. digitizing local history materials or other information and making it available to a larger audience.

UHLS Board and Finance Committee - no December meeting

UHLS Administration Committee - no December meeting

UHLS Services Committee - no December meeting

eContent Advisory Committee - J. Wines

- She presented the spreadsheet with the year-end statistics and congratulated the libraries since almost all of them met or exceeded the recommended e-content purchases.
- J. Wines handed out a "Highlights of 2016" stats sheet for e-content. She noted the following: PTRB had the most checkouts per user (36); VAFL had the highest increase in total e-content checkouts (80% over 2015); COLN had the most checkouts (67,580); BRLN had the highest increase in OverDrive users (59%) and COLN had the most OverDrive users in 2016 (4,639). 25 libraries saw an increase in digital circulation which resulted in a System-wide increase of 15% over 2015.
- J. Wines summarized the ongoing discussions about how to handle econtent collection development going forward. Based on previous discussions at ecac and the da meetings there seems to be consensus that member libraries would be willing to be invoiced by UHLS for some % of their annual econtent contribution so UHLS can collect a pot of funds to manage the "holds and metered access" purchasing. This idea was discussed and the majority consensus was confirmed. Ecac is suggesting that UHLS and two of the larger libraries (BETH has already volunteered to be one) with greater staffing capacity, divide up these purchasing tasks using this collected \$, which would create a more consistent and stable model for these purchases. S. Jarzombek suggested that APL could be the third library or perhaps APL could even take on all of this purchasing with the collected \$, but he wanted to check with his staff before committing APL. Further discussion about how the funds would be collected and transferred to the various participating libraries. Further discussion about centralized vs. localized collection

development.

- Bekah Jarvis-Girtler from COLN is the new at-large member of the Committee. There is still an opening for one more at-large member.

Automation Advisory Committee - T. Wiles

- online patron registration is now available
- customization of Encore was a primary topic of discussion at the Committee meeting. This would include: acquiring Book Reviews and displaying them prominently on the first page being viewed; showing the items in the home library first when a patron is doing a search; any other suggestions should be emailed to T. Wiles for discussion by the Committee. T. Burke noted that Encore customizations usually have three options:
 1. Can be easily accomplished
 2. Can be done, but have to go through the Users Group and be voted on
 3. No, can't be done
- Melanie Metzger (APLM) is a new Committee member.

Report and Statistics Ad Hoc Committee - no meeting

Central Library Advisory Committee - L. Zapala

- He congratulated Deanna DiCarlo on all of the work that she did on the implementation and rollout of the new databases. It was a large undertaking and was completed in a very timely manner.

III. OLD BUSINESS

- Online patron registration: now available

IV. NEW BUSINESS

- BELLS grant: M Fellows gave a brief review of the grant activities and what would be expected from the member libraries. The grant period ends July 2019. An in-person training session "Everyone Serves Families with Young Children" has already been held/tested at BETH and was very successful. M. Fellows suggested that smaller libraries should schedule these sessions jointly because they are more successful with a larger audience of staff members and volunteers. The libraries should plan these well in advance and can consider scheduling the training session for a Staff Development Day. The training session is designed to include ALL staff members from custodians to Directors. There are 27 libraries participating in the grant. M. Fellows reminded that Directors that this is a follow-up to the previous Early Literacy grants. As part of this grant project, participating libraries will have the option to try (and maybe purchase) BeanStack.

V. OPEN FORUM

- S. Jarzombek: APL has a podcast about their music programs that is now available on their website or through iTunes. He is very pleased with the way that it turned out.
- J. Burke: ALTM has inaugurated a monthly series with local musicians that will be held on the first Friday evening of every month.

A six-week “Local Expert Series” workshop will start on Wednesday, January 11th.

The Library had a 4-page supplement in the newspaper. The cost was \$400.

- T. Wiles: *The Altamont Enterprise* had a write-up on the history of ALTM in celebration of their centennial.

GUIL is holding a concert series that will be recorded live at the library. The Group “Sunny and Pearly” will be performing.
- J. Dugas Hughes: EGRN is now set up to allow patrons to pay with credit cards through “Square.” There was a \$700 set-up cost.
- K. Graff: RVLL also uses a credit card service “DonorBox.”
- J. Chirgwin: RENS used their Bullet Aid to purchase “chromebooks” to help with online homework. The library also purchased a disc cleaner.

Brief discussion about 3-D printers. Cube - bad; MakerBot - good.
- J. Petrosillo: BERN has increased hours up to 32 with increased funding.
- L. Teachout: NASS has started construction of their downstairs space.
- J. Dugas Hughes: EGRN purchased Bean Bags for the Teen Room. These have been very popular.

MOTION: J. Petrosillo moved to adjourn. K. Graff seconded. Unanimous. Meeting adjourned at 10:27 AM.

Heidi A. Fuge
1/9/17