

9:07 AM - Meeting called to order by M. Tacke, Chair.

M. Tacke welcomed Melanie Metzger & Catherine Stollar Peters who are filling in for S. Jarzombek and G. Kirkpatrick. Warm welcome to Lise Smith, pronounced with a Z, who is loving every minute of the new job at HOOF, including QuickBooks! Congratulations to Kathy Stempel, new Director at BERN, after 18 years of working at the library. K. Stempel is looking forward to incorporating more programming into the schedule.

I. MINUTES

MOTION: L. Zapala moved to accept the Minutes of the February 2, 2018 meeting. S. Hoadley seconded. Unanimous.

II. REPORTS

Executive Director's Report - T. Burke reported on the following:

- **Advocacy Success!** Our hard work advocating to our electeds definitely paid off. On the operating side, we earned a \$5 million increase in Library Aid and on the library infrastructure side we earned a \$20 million increase to the Public Library construction grant fund. Please make sure to send a thank you letter to you library's Assembly Member and Senator. The question was asked if UHLS was reviewing the construction grant process – feedback has been collected in meetings and via email. One option the services committee and the UHLS Board is thinking about is moving up the application due date so that the committee members have more time to evaluate and reach out to the applying libraries if necessary. Further information will be presented at the May meeting.
- **eCommerce in Sierra** – As part of a report from the AAC, Joe Thornton has been doing a lot of work with III and PayPal to put the eCommerce feature together for the UHLS instance of Sierra. A number of questions were asked throughout the conversation:
 - *Will there be a charge to collect the money?* Yes, PayPal charges 30 cents plus 2.9% per transaction. UHLS will pay monthly for the actual PayPal account.
 - *Will individual libraries have the option to opt in to this feature?* No, this feature will be available to all once live; it's an all or nothing feature.
 - *Can patrons pay the associated fees?* J. Thornton hasn't seen that option but will reach out to PayPal. ALTM mentioned that in research he found you could be violating PayPal's terms of service if you pass along fees to patrons, probably not advisable.
 - *Do all online payment processing platforms charge?* Yes and PayPal is integrated with Sierra.
 - *Can there be a minimum payment amount?* Yes – this amount has yet to be determined.
 - *Can patrons still pay at the circulation desk?* Yes, if your library is currently taking credit card payments at the desk, this feature does not effect that transaction.
 - *Is this feature available through the app?* J. Thornton does not know this answer but will confirm.

- *What percentage of fees are paid online for the Mid-Hudson Library System?* J. Thornton will request this information.

From the conversation, it was understood that a number of library directors will need to present this information to their boards for approval prior to the DA conducting a vote. UHLS will work on a packet of information for presentation to board members.

- **POS satisfaction survey** – The 2017 UHLS POS satisfaction survey was sent to all member library directors last week. Only 6 have been returned – please take the time to fill out and return to T. Burke by Wednesday, April 18.
- **Capital Pride Parade** – UHLS has registered for all of our libraries to be able to participate in the Capital Pride Parade on Sunday, June 10. Deanna DiCarlo is working with staff from ALPM and GUIL, please contact her if you'd like to get involved.
- **Library of Congress Surplus Book Donation Program** – This program is offered through U.S. Congressman Paul Tonko's office which provides libraries and schools with a selection of new surplus books from the Library of Congress in a variety of genres and a variety of audiences to augment their collections. RVLL recently took advantage of this program and was visited by the Congressman and his staff, who delivered about 30 books. Even though not all will find their way into the RVLL collections... **IT'S NOT ABOUT THE BOOKS!** This was a great PR activity, with local media coverage.
- **NYLA Organizational Memberships Heads Up:** The system wide NYLA organization membership for each of our member libraries is due for renewal soon. J. Favreau will be in touch with member libraries this month.
- **UHLS Annual Report Reminder:** Please remember that the deadline for your submissions for the UHLS Annual Report are due to J. Favreau on or before Friday, April 13. She only has 4 submitted – if you have questions or want to talk through your library's submission, please feel free to give J. Favreau a call.
- **UHLS Annual Awards Reminder:** The deadline for the nominations for the UHLS Annual Awards is Wednesday, April 25. Note that in addition to moving the deadline to give you more time, there were a few other changes made in the award criteria this year.

Finance Committee – J. Dugas Hughes not present – T. Burke noted that there wasn't anything out of the ordinary to note.

Administration Committee – M. Graff shared that the Administration and Services Committees had a joint meeting to evaluate the award criteria for the UHLS Annual Awards. The due date is now April 25 and one is required to submit both an electronic and hardcopy of nomination. The nomination letter should be 500 words or less and is where the argument should be made. The Youth Program of the Year award is now the Youth and Family Program of the Year award.

Services Committee – Joint meeting with the Administration Committee

Automation Advisory Committee – M Fowler stated that the meeting was cancelled due to the snow. Scheduled to meet next week to further discuss the MyCard.

Central Library Advisory Committee – No meeting

eContent Advisory Committee – J. Wines shared that the OverDrive Advantage Plus accounts are ready to be set up. If you wish to participate in this program, please sign the agreement and return to T. Burke. T. Burke will then give it to Deanna DiCarlo, who'll help member libraries set up the account. If this program helps reduce the amount of wait time, it could be a possibility that ERO fund contributions will decrease. The Committee will review over the next year to help determine impact on wait times.

J. Wines also acknowledged the 2018 first quarter eContent circulation reports provided to all directors.

III. OLD BUSINESS

IV. NEW BUSINESS

UHLS : The UHLS Library Expedition 2018 will be launching this fall! An overview of the program was provided to directors, M. Fellows asked if there were any questions. ALTM asked if there would be a passport similar to the National Parks program. A map illustrated by local cartoonist Ira Marcks will help patrons navigate our member libraries. APLM suggested we contact the Chamber of Commerce for funding, as this is a tourist opportunity.

UHLS: M. Fellows also reported that there are still a number of member libraries that need to plan for training and 21 minutes in front of their Boards for the BELLS Grant. This needs to be done by June 2019 but best to have it planned in advance.

VOOR: Congratulations to Mary Fellows on being named chair of the Caldecott Committee!

UHLS : In honor of National Library Week, M. Fellows recorded a piece with Spectrum News at 6:45AM, promoting all of the activities happening via the UHLS shared calendar – thank you to everyone who contributes to that resource!

UHLS: Deanna DiCarlo created the infographic included at everyone's seat as a leave behind for Library Advocacy Day.

V. OPEN FORUM

APLM: APLM staff has requested pricing for the Homelessness Training for Libraries with Ryan Dowd. Cost depends on the number of employees and R. Dowd is willing to work with UHLS for a group rate. RVLL has watched the online videos and has been emailed many tips with how to deal with all people (not just the homeless).

SCHG: A patron and member of the SCHG Writer's Group, Virginia Eubanks, just released a book, *Automating Inequality*. She is currently touring the country, having made appearances on BBC and All Things Considered, and would be open to library visits upon her return to the area.

ALTM: At 95 years old, longtime ALTM resident Irena Frinta has published her first novel, *The Lives and Loves of Three Women*. A book release party is scheduled for Thursday, April 19.

The next meeting will be Friday, May 4, 2018 at 9:00AM.

MOTION: M. Fowler motioned to adjourn. K. Graff seconded. Unanimous.

Meeting adjourned at 10:41 AM.