



# UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Chair: Melissa Tacke

Vice Chair: Tim Wiles

Secretary: Natalie Hurteau

X	APLM – Scott Jarzombek		NGRN - Daryl McCarthy
X	ALTM - Joseph Burke		PTRB - Melissa Lockett
	BRLN – Sharon Vogel		POES - Margie Morris
X	BERN – Kathy Stempel	X	RCSC - Judith Wines
	BETH – Geoffrey Kirkpatrick	X	RENS - Jane Chirgwin
X	BRUN – Natalie Hurteau	X	RVLL - Kim Graff
X	CAST – Melissa Tacke	X	SNLK - Melinda Fowler
X	COHS - Matt Graff	X	SCHG - Nick Matulis
	COLN - Evelyn Neale	X	STEP - Kim Roppolo
X	EGRN - Jill Dugas Hughes	X	TROY - Paul Hicok
X	GRAF – Natalie Hurteau	X	VAFL - Kelly Akin
	GUIL - Tim Wiles	X	VOOR – Sarah Clark
	HOOF – vacant	X	WTVT – Kelly Vadney
X	MEND - Lenny Zapala	X	WSTR - Sue Hoadley
X	NASS – Tracey Clague	X	UHLS - Tim Burke

Directors' Association

December 7, 2018

**9:06 AM - Meeting called to order by M. Tacke, Chair.**

**I. MINUTES**

**MOTION: N. Hurteau moved to accept the Minutes of the November 2, 2017 meeting. J. Burke seconded. Unanimous.**

**II. REPORTS**

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

- **2019 UHLAN Agreement Extension Approval** – An email was sent to each library director and Board President including the extension agreement form. Upon board approval, please have the signed form sent back to UHLS as soon as possible in the New Year.
- **Bullet Aid** – K. Graff asked if we were still getting it this year – yes, but we don't know when. T. Burke last spoke to a NYS employee in late October and the checks were in the process of being cut.
- **2020 Census** – The 2020 census is significant for our libraries for two major reasons: 1) the census will be primarily conducted online, which means that public libraries will be community centers of public internet access, computer training, wi-fi and broadband connections for many people in your communities who can't complete the census on time, and 2) the census results will have a direct impact on library funding, because population data based on the census is used to apportion both state and federal formula based funding, legislative representatives, etc.
- **UHLS Expedition** – In response to a number of requests from the member libraries and from the public, the Expedition has been extended through 12/31/18. Thanks for all of your work and the work of your staff, trustees, friends groups, volunteers, etc. to make this such a successful initiative in so many ways.
- **Staffing News** – In a very rare spate of personnel activity for our organization, UHLS has two searches going on right now! The process to bring on a new System Support Associate is almost finished and we expect to make an announcement shortly. The job posting for the Manger, Adult and Outreach Services has been out and review will begin 12/19.

UHLS Board and Finance – J. Dugas Hughes shared that the 2019 proposed budget has been passed and is now posted on the UHLS website. Authorization from the Board for the UHLS Extension agreement was also given at the previous meeting.

Administration Committee – no meeting

Services Committee – N. Hurteau reported that BETH withdrew their construction grant application and the committee re-distributed the funds evenly to all applying member libraries who hadn't previously met need.

Automation Advisory Committee – M. Tacke stated there was a meeting and that the recommendation will be discussed under New Business.

Central Library Advisory Committee – L. Zapala reported they did not meet but the Board did approve the CLAC budget for 2019.

Reports and Statistics Ad Hoc Committee – no meeting

eContent Advisory Committee – J. Wines shared that the committee did not meet but it's their best spreadsheet yet! When reviewing the handout, you'll notice that more than half of our member libraries have already hit 100% contribution rates.

Bylaws Committee – J. Burke reported that the committee is still looking into the DA's current bylaws.

### **III. OLD BUSINESS**

S. Jarzombek shared that APL is officially going fine free as of January 1, 2019. He's handed out a copy of the memo that was published this week. N. Hurteau provided him with a lot of information, if you have any questions, feel free to reach out to her. S. Hoadley applauds the process APL has taken, this publicly answers a lot of questions the community may have. K. Graff says thank you! RVLL is heading in this direction in the New Year and this memo is a great resource. At RCSC their annual survey is currently live and patrons are asking for this movement as well. J. Dugas Hughes asked how they are making it up (the loss of cash). S. Jarzombek said that they've already partnered with local organizations and to rent their space.

N. Hurteau shared that collecting passport money has filled their deficit of fines and S. Jarzombek pointed out that those patrons are coming in for non-library activities; hopefully that will translate into further visits and participation.

M. Tacke asked the group who is currently fine free or looking to implement going fine free in the New Year:

ALTM is getting great feedback. They are testing out youth books right now.

SCHG has had a little resistance from board members about making the switch but would love to go fine free on all materials. S. Jarzombek suggests having J. Thornton run reports to show how many fines you're library is actually already waiving.

CAST is going completely fine free in 2019

RVLL is still working out the details but the goal is to be completely fine free.

BERN has the MyCard

RENS is also currently experimenting, children's items only.

WSTR waives everything in practice but aren't technically fine free.

NASS offers fine free Fridays and Fridays are busy days! Their fine rate is only about \$500 a year.

VAFL said from Sept to Dec they are waiving fines for books only – seeing how much they've actually waived and lost during that short period of time.

T. Burke reminded the group that the data coming out of Sierra is only as good as the data going in. This is why it's important to have staff mark waived instead of paid in order to receive accurate statistics on this topic. S. Clarke asked if the discussion of going fine free could be part of the CORE Trustee Training for their Boards.

### **IV. NEW BUSINESS**

M. Tacke shared that the Automation Advisory Committee has a recommendation to the DA for consideration. In reference to the handout that was also emailed to the group prior to this meeting and contingent on approval of all Boards, the AAC recommends the implementation of a system-wide MyCard option. This would be a great opportunity to reduce barriers for kids in all of our communities.

An active discussion followed, including some of the following questions and concerns:

P. Hicok stated that TROY may have an issue with the idea of not having a parent or guardian present because that gives MyCard holders full internet access, and they do not filter the internet. Their minimum policy states that a parent must be present. J. Dugas Hughes shared that EGRN recently removed their internet restrictions in their policy because even the most conservative board members agreed that children have access to the unfiltered internet more frequently than just at the library. M. Tacke shared that anyone with a patron card at CAST is told that nothing is filtered.

J. Chirgwin asked who does one contact if there is no parent information on file and there is a behavioral issue. STEP has a rule that anyone under the age of 12 must have an adult with them.

K. Roppolo asked if this MyCard would replace the youth cards – no, this would be an additional option.

S. Hoadley is in favor despite not seeing a need in her library. She has never had a MyCard used at WSTR and they currently have 80 or so issued. J. Burke shared that ALTM does see many of the hilltown MyCards and feels bad turning them away. J. Dugas Hughes is very hopeful that the DA adopts this recommendation. She is unsure if EGRN will issue the cards but doesn't want to deny access to anyone. K. Stempel recently had a surprised parent when she was told she didn't have to pay a fine because her child's card was fine free (hilltown MyCard).

K. Vadney asked when the committee would like to have agreements or approvals by, 2019? M. Tacke stated that the committee has made a recommendation for the DA, now it's time for the DA to make a decision. She fully understands that before voting many of our directors will need to have conversations at their libraries and because not everyone is meeting in January, a vote in March would give everyone time to discuss.

**MOTION:** The Automation Advisory Committee made a motion to hold a vote on the system-wide MyCard option in person at the scheduled March 1<sup>st</sup> DA meeting. J. Chirgwin seconded. The motion was approved.

## V. OPEN FORUM

WTVT: For association libraries, are you happy with your liability insurance? If so, could you please share your plan for reference? Using the Pleasant Valley fire as an example, VOOR suggests also looking into interruption of service insurance.

VOOR: M. Tacke will send a list of who's fine free and what they're doing on Monday. VAFL donation box instead of fines is filling up during this fine free period

ALTM: J. Burke reported that the Altamont Free Library is a Library Journal star library! A year ago! But he was never notified of this accomplishment. He's also handed out a copy of their fine free policy and plan for 2019.

SCHG: N. Matulis finished his big summer reading music project. All of the families came to listen at the library and if you can believe it, the kids all sang in unison on WEXT. He'll share the link on the SCHG site as soon as it's available. T. Burke mentioned that the CD may become the background music for next year's annual dinner.

BRUN: Thank you to everyone who's participating in Dewey's 36er trip!

The next meeting will be Friday, January 4<sup>th</sup> at 9AM.

Motion: N. Matulis motion to adjourn. N. Hurteau seconded. Unanimous.

DA Meeting 12/7/18

Meeting adjourned at 10:55AM.