



Executive Director's Report to MHLS Board – January 2015

1. MOVING FORWARD – ASSESSMENT OF MHLS SERVICES

a. Resource Sharing

- i) Assessment of Resource Sharing Services – Element 1 in MHLS Plan of Services
 - (1) Integrated Library System - Completed
 - (2) Cataloging Services - Completed
 - (3) Delivery Services - Completed
 - (4) 2nd REVIEW - [Cooperative Collection Development Services](#) - (*Supplemental Document 1*)
 - (5) NEW - [Interlibrary Loan Services](#) (*Supplemental Document 2*)
- ii) NEXT - Assessment of Special Client Groups
 - (1) Adult Literacy
 - (2) Coordinated Outreach
 - (3) Correctional Facilities
 - (4) Youth Services

b. What information supports setting priorities for MHLS resource sharing services?

- i) Resources Sharing/Circulation Trends
 - (1) Circulation Trends for 2010-2013 by Library – Completed - System wide circulation is down 5.66%.
 - (2) Items in Collections-Holdings Not Circulated-Borrowed in 3 Years by Library – Completed - System wide 593,586 items 12.8% of collections not circulated-borrowed in 3 years
 - (3) Number of Items Loaned Compared to Number of Items Borrowed by Library - Completed - System wide 36 libraries are net lenders and 30 libraries are net borrowers
 - (4) NEW Report - [Circulation Plus/minus net Lending/borrowing](#) (*Supplemental Document 3*)
 - (5) NEXT Report - Circulation Trends 2010-2014
- ii) MHSL Support for Increasing Circulation in 2015
 - (1) Quarterly continuing education workshops focused on circulation/collection issues
 - (2) Pilot project with a small group of libraries to identify and implement library practices, policies, and procedures which increase circulation
 - (a) [Increase Circulation Incubator Project](#) (*Supplemental Document 4*)

- (3) Central Library/Collection Development Committee continuing education workshops and reports on collections

2. TOWN OF UNION VALE – LIBRARY SERVICES AGREEMENT

- a. Libraries in Beekman, Dover Plains, LaGrange and Millbrook have worked annually with MHLS to establish a contract between the Town of Union Vale and MHLS for libraries to provide services to Town residents. For 2015, the libraries and MHLS agreed to request funding at a minimum of \$50,000.
- b. [Letter to Town Supervisor Lisette Hitsman](#) (*Supplemental Document 5*)
- c. The Town of Union Vale has announced the allocation of \$30,000 for library services in 2015.
- d. Since the minimum request of \$50,000 is not allocated, the libraries in Beekman, Dover Plains, LaGrange and Millbrook may invoke the [Mid-Hudson Library System Direct Access Plan](#) (*Supplemental Document 6*) to request the MHLS Board impose additional restrictions on the use of public libraries by Town of Union Vale residents. These restrictions may include discontinuing the loaning of non-print materials, which includes DVDs and CDs, to Town residents.
- e. The Town of Union Vale funding of public library services remains substantially below the minimum level of local funding expected for the services received by area residents as indicated in the chart below.

Local Funds for Public Library Services			
	Total Local Funds ¹	2010 Census Population Served	Local Funds per Capita
Beekman	\$349,883	14,621	\$23.93
Dover	\$225,000	8,699	\$25.86
LaGrange	\$586,240	15,730	\$37.26
Millbrook	\$100,000	4,741	\$21.09
TOTAL	\$1,261,123	43,791	\$28.79
Union Vale	\$ 30,000 ²	4,877	\$6.15
Union Vale	\$50,000 ³	4,877	\$10.25
Union Vale	\$72,811 ⁴	4,877	\$14.93
Union Vale	\$ 140,408 ⁵	4,877	\$28.79

¹ Annual Report For Public and Association Libraries - 2013

² 2014 Agreement Between MHLS & Town of Union Vale

³ 2015 Requested

⁴ 2011 Stated Amount Requested

⁵ Funding Amount Required to Match Average Funding per MHLS Direct Access Plan

3. EXECUTIVE DIRECTOR'S EVENT PARTICIPATION - Since December 6
 - a. PULISDO (Public Library System Directors) Conference Calls
 - b. State Library and PULISDO Conference Calls
 - c. OSC Audits Procedures & Common Findings Class
 - d. County Funding Advocacy Meet-Up Workshop
 - e. MHLS Board's Personnel & Planning Committee Meeting
 - f. Mid-Hudson Regional Information Center Meeting on Broadband Services
 - g. MHLS Directors Association (DA) Meeting
 - h. MHLS DA System Services Advisory Committee Meeting
 - i. Clinton Community Library Board Meeting