

**MID-HUDSON LIBRARY SYSTEM  
MINUTES  
of the  
BOARD OF TRUSTEES MEETING  
March 21, 2015**

Roland Patterson, Board President, called the meeting to order at 10:00 a.m., in the Auditorium of the Mid-Hudson Library System.

**1. ROLL CALL AND APPROVAL OF AGENDA**

Trustees Present:	Lisa Baker Brill, John Dax, Dean Lavin, Michele Ment, Roland Patterson, Lynne Ridgeway, David Rolfe, Myrna Sameth, Janet Schnitzer, Richard Swierat, Camilla W. von Bergen, Mark Wilson
Trustees Absent:	John Bickford (e), Regina Morini (e), Caroline Profera (u)
Liaisons present:	Tom Lawrence, Director Poughkeepsie Public Library District; Frank Rees, Director Saugerties Public Library
Staff Present:	Merribeth Advocate, Robert Drake, Tom Sloan, Rebekkah Smith Aldrich, Linda Vittone, Peggy Winn
Others Present:	Sarah Potwin, Director LaGrange Library

**2. PRESIDENT'S REPORT**

In his report, President Patterson welcomed the Board and thanked them for their attendance, despite possible adverse weather conditions.

*President's  
report presented*

**3. APPROVAL OF MINUTES**

Ms. Ment moved and Mr. Rolfe seconded THAT THE MINUTES OF THE JANUARY MEETING BE APPROVED. **The motion carried.**

*January Minutes  
approved*

**4. TREASURER'S REPORT**

In the absence of Treasurer, Morini, Mr. Patterson reported that Ms. Morini had reviewed the Treasurer's Reports for December and January and found them acceptable (15-03-4A/B). Ms. Schnitzer moved and Ms. Sameth seconded THAT THE FINANCIAL REPORTS FOR DECEMBER AND JANUARY BE RECEIVED. **The motion carried.**

*Financial reports  
received*

**5. REPORT ON PAYMENT OF BILLS**

Ms. Ridgeway reported that she reviewed the warrant and savings transfers for January and found them acceptable (15-03-5A).

*Warrants  
received*

In his absence, Mr. Patterson reported that Mr. Bickford reviewed the warrant and savings transfers for February and found them acceptable (15-04-6B).

Mr. Rolfe moved and Ms. von Bergen seconded THAT THE WARRANTS AND SAVINGS TRANSFERS FOR JANUARY AND FEBRUARY BE RECEIVED. **The motion carried.**

**6. DIRECTOR'S REPORT**

In addition to his written report (15-01-6), Mr. Sloan informed the Board that: *Director's report presented*

- the 2<sup>nd</sup> review of the Assessment of Interlibrary Loan Services completes the *Moving Forward Project's* review of Resource Sharing Services;
- assessment of the Special Client Groups – Adult Literacy, Coordinated Outreach, Correctional Facilities, and Youth Services is underway. Reports on each group will be presented at subsequent meetings;
- the System is actively working with directors to address the issue of the steady downturn in circulation of library materials from 2010-2014 (15-03-6A2). Mr. Sloan highlighted current initiatives designed to address this issue, including: quarterly continuing education workshops focused on circulation/collection issues; the Increase Circulation Incubator Project - launched specifically to attempt to increase circulation; and, the Central Library/Collection Development Committee's workshops and library specific circulation reports. *Circulation discussed*

*The Board stressed that in light of the ever changing role of libraries, it is paramount to consider: current and future loan trends for collection development; promoting additional ways that libraries serve their communities; and the need to update existing and/or implement new technologies to best serve patrons.*

The Executive Director informed the Board that the System will analyze all compiled circulation data and utilize it when developing the new 5-year Plan of Service (2017-2021).

- In response to questions raised in the Annual Member Survey and at the Board's request, the System is reviewing Member Library Service Fees. *Member fees reviewed*  
Mr. Sloan referred to the *Report on Service Fees Paid to MHLS* and reviewed the reason for this review, the process to-date, and questions from the Annual Member Survey and the Director's Association and corresponding statistical data (15-03-6A3).

*Following this review, the Board requested additional statistical data on the budgetary impact on individual libraries, and graphical representation of the statistical data presented.*

The Executive Director agreed to provide this information and emphasized the challenge the System faces due to the diversity in the size and scope of its 66 member libraries. In addition, he informed the Board that, upon completion, the Directors Association will present an Executive Summary Report to this Board.

- the Town of Union Vale Public Library Service Issues will be discussed under **NEW BUSINESS**, Item A.

**7. DIRECTORS ASSOCIATION LIAISON REPORT**

Mr. Rees, Directors Association Liaison to the Board, presented his report (15-03-7), and informed the Board that the System Services Advisory Committee will review and compile the results of table talk discussions on System Service Fees, held at the March meeting. *Liaison report presented*

**8. INCENTIVES COMMITTEE REPORT**

**A. State Aid for Public Library Construction Program**

In the absence of Ms. Profera, Chair of the Incentives Committee, Ms. Schnitzer requested that Ms. Smith Aldrich present the committee's report. *Incentives Report*

Ms. Smith Aldrich informed the Board that the committee reviewed and discussed the MHLS Public Library Construction Grant Program, including the 2015 application process, and 2014 survey findings and issues relating to the System's Construction Grant program (15-03-8). Following a brief review of the committee's suggested priorities for funding, and the definition of what qualifies a library as an "economically disadvantaged community" (15-03-8A), Ms. Schnitzer moved the committee's recommendations:

THAT THE BOARD APPROVES THE FUNDING PRIORITIES FOR PUBLIC LIBRARY CONSTRUCTION GRANT APPLICATIONS, AS PRESENTED. Mr. Swierat seconded the motion. **The motion carried.** *Criteria approved*

THAT THE BOARD APPROVES THE DEFINITION OF WHAT QUALIFIES A MHLS LIBRARY AS AN 'ECONOMICALLY DISADVANTAGED COMMUNITY', AS PRESENTED. Ms. Brill seconded the motion. **The motion carried.** *Definition approved*

**9. NEW BUSINESS**

**A. Town of Union Vale Public Library Service Issues**

Mr. Sloan distributed a graph of the Dutchess County Public Library Service Area (*appended to file*), and referred to the MHLS Direct Access Plan's definition of what constitutes "serious inequities and hardships" for a library when non-residents make excessive use of a library's resources, and applicable restrictions and remedies (15-03-6A4). He then gave a brief history of the System's contractual agreements with the Town of Union Vale to provide public library service to its residents (15-03-6A5), and emphasized that the current agreement with the Town, including restrictions, was signed by Town Supervisor, Hitsman. As the System has received claims of "serious inequities and hardship" resulting from provision of services by the Beekman Library, LaGrange Library, and Millbrook Free Library to the residents of the Town of Union Vale, the Board was asked to review these claims and to determine if the claims were valid and the imposition of additional restrictions implemented. *Town of Ulster service issues discussed*

**Public Comments**

At 11:05 a.m., President Patterson opened the meeting for public comments.

No comments were presented.

The letter to Board President, Roland Patterson, from Town of Union Vale Supervisor, Lisette Hitsman (*appended to file*) was acknowledged.

**Possible Options for MHLS Board**

Mr. Sloan informed the Board that Direct Access Plan's are developed by library systems to address specific resource sharing issues and are required by the state to be part of the 5-year Plan of Service. The MHLS Direct Access Plan provides specific remedies based on the verification by MHLS of a claim of serious inequities and hardships. *Service restrictions discussed*

Following this explanation, Mr. Dax moved and Mr. Swierat seconded that, as authorized under the Mid-Hudson Library System Direct Access Plan, the MHLS Board: RECOGNIZES SUFFICIENT EFFORTS HAVE BEEN MADE TO SECURE ADEQUATE SUPPORT FROM THE TOWN OF UNION VALE TO RAISE THE ISSUE OF THE TOWN OF UNION VALE PROVIDING LESS *E.D. authorized to implement plan*

THAN THE MEDIAN OR AVERAGE FUNDING FOR PUBLIC LIBRARY SERVICES; ACCEPTS THE CLAIMS OF “SERIOUS INEQUITIES AND HARDSHIPS” FILED BY THE PUBLIC LIBRARY BOARDS OF THE BEEKMAN LIBRARY, THE LAGRANGE LIBRARY, AND THE MILLBROOK FREE LIBRARY, BASED ON TOWN OF UNION VALE RESIDENTS REPRESENTING 5% OR MORE OF EACH LIBRARY’S TOTAL CIRCULATION BASED ON A THREE-YEAR AVERAGE; AUTHORIZES THE MHLS EXECUTIVE DIRECTOR TO IMPLEMENT A PLAN FOR RESTRICTIONS AND REMEDIES IN COLLABORATION WITH THE BEEKMAN LIBRARY, THE LAGRANGE LIBRARY, THE MILLBROOK FREE LIBRARY, AND THE MHLS DIRECTORS ASSOCIATION. **The motion carried.**

The Executive Director then summarized actions underway to resolve this issue including: discussions by the Directors and System Service Advisory Committee on how to proceed and, exploration by Robert Drake on the feasibility of implementing a technical approach to enforcing restrictions. The System Services Advisory Committee will discuss this issue at its next meeting and place it on the Directors Association’s April Agenda.

*SSAC to discuss  
TOUV issue*

**B.     Certification of Expenditure of 2014 Central Library  
Development Aid and Central Book Aid Funds**

Mr. Lawrence informed the Board that the state requires this Board’s certification that the Central Library’s 2014 Development Aid and Book Aid Funds for adult non-fiction or foreign language materials in print, microform, or digital format were expended, as mandated (15-03-12B). Ms. von Bergen moved and Ms. Ridgeway seconded THAT THE BOARD ACCEPTS CERTIFICATION FROM THE CENTRAL LIBRARY THAT THE 2014 CENTRAL LIBRARY DEVELOPMENT AID AND CENTRAL BOOK AID FUNDS WERE EXPENDED, AS MANDATED. **The motion carried.**

*CLDA/CBA  
certified*

**C.     2015 Central Library Development Aid and Central Book Aid Budget**

Mr. Lawrence informed the Board that the proposed Central Library Development Aid and Book Aid budget outlines how these funds will be expended in 2015, and has been approved by the PPLD Board (15-03-10C). There being no additional questions, Ms. Ridgeway moved and Ms. Ment seconded THAT THE BOARD APPROVES THE 2015 CENTRAL LIBRARY DEVELOPMENT AID AND CENTRAL BOOK AID BUDGET, AS PRESENTED. **The motion carried.** Mr. Rolfe abstained.

*2015 CLDA/CBA  
budget approved*

**D.     Starr Library Legislation Issue**

Mr. Sloan briefly reviewed background information on the Starr Library’s prolonged efforts to attain Special District status, and informed the Board that Senator Serino has asked for comments from the communities regarding the Starr Library’s Special District Legislation (15-03-10D). Following this explanation, Ms. von Bergen moved and Ms. Baker Brill seconded THAT THE BOARD AUTHORIZES THE EXECUTIVE DIRECTOR TO SEND A LETTER, ENDORSED BY THE MID-HUDSON LIBRARY SYSTEM BOARD OF TRUSTEES TO SENATOR SERINO REQUESTING HER SPONSORSHIP OF THE STARR LIBRARY’S SPECIAL DISTRICT LEGISLATION. **The motion carried.**

*Serino letter  
endorsed*

**10. COMMUNICATION**

**A. Board Members**

Mr. Wilson requested a summary report on “*Library Advocacy Day*” from System staff. Ms. Smith Aldrich reported that:

*Advocacy Day  
report presented*

- the event was a great success, with a marked increase in attendance;
- first house bills are in the Senate and the Assembly in support of increased library funding;
- continued advocacy efforts are required to ensure support from District Democratic Assembly members for increased funding for libraries, at the same level as for education aid, as does the Senate bill.

Mr. Rolfe reported on the Kingston Library’s newly renovated interior.

**B. Staff – (15-03-13B1)**

Ms. Advocate, Outreach & Education Coordinator, highlighted:

*Grant initiatives  
highlighted*

- grant initiatives to member libraries based on community collaboration: the Summer Reading Grants, funded with Family Literacy and Outreach funds; and,
- a strong new statewide Early Literacy focus “DayByDayNY, a website <http://daybydayny.org/> for young children and their families that provides daily activities and other educational information for young children.

Ms. Smith Aldrich, Coordinator for Library Sustainability:

*Advocacy news  
reported*

- provided a report on state level advocacy efforts by MHLS including local visits to legislators, Library Advocacy Day in Albany, regional usage of the New York Library Association's Online Advocacy Center - which saw a 65% increase in usage by MHLS-area advocates;
- urged MHLS trustees to speak up to their representatives in the NYS Assembly to ask them to match the NYS Senate's proposed \$5 million increase to library aid in the upcoming budget;
- reported on plans for an upcoming workshop for member libraries to be held May 7 with presenter John Chrastka, Executive Director of EveryLibrary, the national political action committee, who will be coming to provide the latest information about trends in getting out the vote for local budget referendum;
- shared the news that she will lead a statewide team of System consultants to develop a standardized curriculum for essential trustee education through the New York State Library's ILEAD program over the course of the next several months.

*NYS ILEAD  
program  
announced*

Mr. Drake, Technology Operations Manager, informed the Board that:

*Tech report  
presented*

- he and his staff are continuing to provide training for the member libraries and support their technology operations;
- he is working as an ILEAD technology advisor.

Mr. Sloan reminded the Board that the second annual “*Orientation for Board Members*” will be presented immediately following this meeting.

*Orientation  
session planned*

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Mr. Lawrence extended an invitation to the Board for the April 12<sup>th</sup> Grand Opening of the Boardman Road Branch Library, at 2:00 p.m., and for an April 18<sup>th</sup> event featuring “*Orphan Train*” author, Christina Baker Kline.

*Upcoming CL events*

### C. Visitors

Ms. Potwin, Director of the LaGrange Library, thanked the Board for their support of her library’s claim of “serious hardship and inequities” resulting from service to Town of Union Vale residents.

*Board thanked for support*

### 11. ADJOURNMENT

At 11:35 a.m., Ms. Ridgeway moved and Mr. Wilson seconded that the meeting be adjourned. **The motion carried.**

*The next meeting is scheduled for Wednesday, May 6, 10:00 a.m. @ Roeliff Jansen Community Library (Hillsdale).*

Respectfully submitted by

Lisa Baker Brill, Secretary

Approved \_\_\_\_\_ 2015  
by the MHLS Board of Trustees