Mid-Hudson Library System
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Tom Sloan, Executive Director

Doc. 6

Executive Director's Report to MHLS Board – September 2015

1. MOVING FORWARD – ASSESSMENT OF MHLS SERVICES

http://midhudson.org/topics/statistics-research/moving-forward/

A. MHLS Plan of Service 2012-2016
http://midhudson.org/wp-content/uploads/2013/08/POS-MHLS-Section4-ADOPTED.pdf

B. Assessment Reports
   1) Resource Sharing (Element 1 in MHLS Plan of Service) – Reviews Completed
      a) Integrated Library System; Cataloging Services; Delivery Services; Cooperative Collection Development Services ; Interlibrary Loan Services
   2) Special Client Groups (Element 2 in MHLS Plan of Service)
      a) Youth Service; Correctional Facilities, Adult Literacy, Youth Services – Reviews Completed
      b) **2nd Review** – Correctional Facilities
http://midhudson.org/wp-content/uploads/2015/03/Moving-Forward-Correctional-Facilities-Services-Assessment-Summary-Revised-June-20151.pdf
      c) **2nd Review** – Adult Literacy
http://midhudson.org/wp-content/uploads/2015/03/Moving-Forward-Adult-Literacy-Assessment-Summary-Revised-June-2015.pdf
      d) **NEW** – Coordinated Outreach
http://midhudson.org/wp-content/uploads/2015/03/Moving-Forward-Coodinated-Outreach-Assessment-Summary1.pdf
   3) Proposed MHLS Planning Process for 2016-2021 Library System Five-Year Plan of Service – *Document 6. 1.B.3*

2. RESOURCE SHARING/CIRCULATION TRENDS

A. MHLS Support for Increasing Circulation in 2015
   1) Continuing Education Workshops
   2) Increase Circulation Incubator Project
   3) Central Library/Collection Development Committee Workshops and Reports
   4) Recycling of Weeded Books

3. PROGRAM ATTENDANCE TRENDS - 2011-2014

A. System wide program attendance is up with 6.2% increase from 2013-2014 and a 21.6% increase from 2011-2014 – *Document 6.3.A*

B. Future of Programming Workshop - September 24
http://mid-hudson.evanced.info/signup/EventDetails.aspx?EventId=10621&lib=

4. MHLS SERVICE FEES

A. How does State/Federal funds received by Member Libraries compare to the amount Member Libraries pay in MHLS Assessment Fees? – *Document 6.4.A*

B. System Member Libraries 3 Year Average:
   1) State & Federal Fund Receipts = $666,733
   2) Member Assessment Fees Paid = $489,831

3) Member Libraries Received $176,901 More in State/Federal Funds than Paid in Member Assessment Fees

5. TOWN OF UNION VALE – LIBRARY SERVICES AGREEMENT

A. MHLS Direct Access Plan
http://midhudson.org/wp-content/uploads/2013/08/free_direct_access.pdf

B. Letter to Town of Union Vale Requesting 2015 Funding for Public Library Services – *Document 6.5.B*

C. Dutchess County Library Service Areas – *Document 6.5.C*

D. Circulation to Union Vale Residents by Neighboring Libraries – *Document 6.5.D*

E. Local Public Funds Per Capita - *Document 6.5.E*

F. Petitions from the Beekman Library, LaGrange Library, and Millbrook Library
http://board.midhudson.org/march-2015/

G. MHLS Board – March 2015

1) Letter Inviting Members of the Town Board to Attend MHLS Board Meeting and Letter of Response from Supervisor Hitsman - Document 6.5.G.1

2) 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 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.

H. Plan for Implementation of Restriction Developed and Implemented IN COLLABORATION WITH THE BEEKMAN LIBRARY, THE LAGRANGE LIBRARY, THE MILLBROOK FREE LIBRARY, AND THE MHLS DIRECTORS ASSOCIATION

I. Announcement – Implementation of Restrictions – Document 6.5.I

J. 2015 Town of Union Vale and MHLS Signed Agreement – Document 6.5.J

K. Plan for Remedies Developed IN COLLABORATION WITH THE BEEKMAN LIBRARY, THE LAGRANGE LIBRARY, THE MILLBROOK FREE LIBRARY, AND THE MHLS DIRECTORS ASSOCIATION

1) Directors Association Approved Plan

a) 2015 goal and actions that lead to the end of the restriction on loaning non-print materials to Union Vale residents:

- 1. GOAL: The Town of Union Vale must fund public library services at a minimum of the requested amount. Please see letter of September 29, 2014. http://board.midhudson.org/wp-content/uploads/2015/03/MHLS-Letter-to-Lisette-Hitsman-Town-Supervisor-15-03-6A5.pdf
- 2. ACTION: The public library boards of Beekman, LaGrange, and Millbrook must review the new funding proposal from the Town and consider their petition status.
- 3. ACTION: The MHLS Board must review the status of petitions, the new funding proposal from the Town, and determine if the removal of the restriction is appropriate.

L. Email from Attorneys to the Town of Union Vale – *Document 6.5.L*
M. Report on Planned MHLS Response to Email from Attorneys to the Town of Union Vale

6. ELECTION OF MHLS TRUSTEES

A. Nominations
   1) Dutchess County: Barry Ramage, President of the Red Hook Library Board of Trustees
   2) Columbia County: Sharon C. Davis, School Library Media Specialist
   3) Greene County: Debra Klein, Assistant Visual Curator, Bard College
B. An election notice sent to all Library Directors and Board Presidents the week of Sept. 14
C. More information at: http://board.midhudson.org/wp-content/uploads/2013/11/ELECTION-Procedures-MHLS-Board.docx

7. **INCENTIVE GRANT – MILEAGE REIMBURSEMENTS -** *Document 6.7*

8. MHLS 56th ANNUAL MEMBERSHIP MEETING – *Libraries Build Sustainable Communities*

A. Friday, October 16, The Poughkeepsie Grand Hotel
B. Invitation and Registration Form Available: http://midhudson.org/wp-content/uploads/2012/11/Annual-Membership-Meeting-Invitation-Registration-2015.pdf

9. EXECUTIVE DIRECTOR'S EVENT PARTICIP ATION – JULY & AUGUST 2015

A. MHLS Board of Trustees Meeting
B. Columbia County Library Directors Meeting
C. Directors Association Meeting
D. PULISDO (Public Library System Directors) Conference Call
E. NY State Library/PULISDO Conference Call
F. MHLS Nominations and Election Committee Meeting
G. Putnam Valley Library Community Meeting
H. Meeting with Doug Voss, Senior Sales Representative, Ingram Library Services
I. Town of Union Vale Board Meeting
J. MHLS Finance Committee Meeting
K. Ulster County Library Directors Meeting
L. Putnam County Library Directors Meeting
M. Meeting with Eugene Knudsen, MHRIC Director
N. MHLS Incentives Committee Meeting