

Executive Director's Report to the MHLS Board | January 2019

1. MHLS Staffing Announcements



a. **Laurie Shedrick (MLS)** has been promoted to **Assistant Director/Technology Operations Manager**. Laurie will continue to provide leadership in all of the areas we have come to know and appreciate related to the Integrated Library System (ILS) & Cataloging Services and Tech Support. In addition, Laurie will now officially oversee Digital Collection Access and Interlibrary Loan services. Laurie's deep background in resource sharing issues, Sierra expertise and her determined and innovative spirit means she is well positioned to help lead our organization and our member libraries forward in these new areas. Laurie will also join Linda and I to round out our Administrative Team. We are very excited to have Laurie take on this expanded role in our organization!



b. **Casey Conlin (MLS, Advanced Certificate in Public Library Administration)** has been appointed as the MHLS **Library Sustainability Coordinator**. Casey is a former MHLS member library director (at the Pawling Free Library) and served as chair of the Dutchess County Directors group during his tenure there; a former assistant director at our largest library in the System (PPLD) and most recently, the assistant director of the Haverstraw King's Daughters Public Library in Garnerville, NY. Casey, a Rosendale resident, is also a founding co-creator of the [New York Library Association's Sustainability Initiative](#). Casey will coordinate a new team at MHLS: the Library Sustainability Team, as noted on the **attached organizational chart**. This team will be responsible for critical areas of the MHLS Plan of Service including Consulting & Development Services, Professional Development & Training, Awareness & Advocacy and the State Aid for Library Construction Program. Casey will be the new point person to assist member libraries with the Annual Report to the State. Casey will begin in his new position on Monday, January 7th.



c. **Courtney Wimmers (MLS)** has been appointed to a brand-new position: the **Outreach & Engagement Specialist**. Courtney has most recently worked for the Pleasant Valley Free Library as their Assistant Librarian and social media guru, East Fishkill Community Library's Social Media Specialist and at MHLS as a Cataloging Specialist. As part of the new MHLS Library Sustainability Team, Courtney will be our state mandated Outreach Coordinator, overseeing our Coordinated Outreach Services Program, administering the Correctional Facilities program and the Family Literacy & Adult Literacy Services Programs. Courtney will also take a leadership role with our communication channels and assist with community engagement projects such as the MHLS Turning Outwards, MHLS Lab Projects and Project Outcome. Courtney will begin her work in this new position on January 14th while balancing the needs

of the Cataloging Team until a new Cataloging Specialist is hired.

- c. We have advertised to fill the **Cataloging Specialist** position that Courtney will be leaving to take on the Outreach & Engagement Specialist role. Applications are due in mid-January.

2. Facilities Update

- a. MHLS Auditorium Renovations
 - i. Phase III renovations of the MHLS Auditorium will began as scheduled on December 17th, 2018.
 - ii. Asbestos abatement was completed with no issues.
 - iii. The project is on time as of the completion of this report.
- b. 2nd Floor Office Space
 - i. With the recent staffing changes we have reallocated/re-configured office areas on the 2nd floor:
 1. Delivery Operations Manager, Tom Finnigan, has moved into Merribeth’s former office
 2. Facility Manager & Assistant Delivery Operations Manager, Chris Herron, has moved into Tom’s former office space
 3. A new office space has been created for Courtney as our new Outreach & Engagement Specialist
 4. We are expanding the Technology Operations Support Staff area to create workspace for formatting and repair of member library computers

3. Advocacy

- a. New York State
 - i. Later in the agenda of our January meeting we will provide a state advocacy briefing.
 - ii. Assemblymember Didi Barrett has stepped down as chair of the Assembly Libraries & Education Technology Committee to take on the chairing the Assembly’s Veterans Affairs Committee. The new chair is [Assemblymember Sean Ryan from Buffalo](#).



Didi Barrett @dinerdialogues · 20 Dec 2018

Thanks! I will always be a fierce friend of #Libraries you can #count on that! You will love @SeanMRyan149. He’s terrific! #census2020



- iii. The New York Library Association has issued a press release noting that “[New York Unprepared for 2020 Census, Calls on Governor to Fund Complete County Effort.](#)”
- iv. MHLS member libraries have received \$353,500 in 2018-2019 Senate Bullet Aid:

Morton Memorial Library	\$3,000
Olive Free Library Association	\$3,000
Phoenicia Library	\$3,000
Canaan Branch Library	\$3,000
Chatham Public Library	\$3,000
Claverack Library	\$3,000
Germantown Library	\$3,000

Hudson Area Library	\$3,000
Kinderhook Memorial Library	\$5,000
Livingston Free Library	\$3,000
New Lebanon Library	\$3,000
Philmont Public Library	\$3,000
Roeliff Jansen Community Library	\$3,000
Valatie Free Library	\$4,000
Alice Curtis Desmond and Hamilton Fish Library	\$7,000
Amenia Free Library	\$6,000
Beekman Library	\$2,500
Blodgett Memorial Library of Fishkill	\$8,000
Brewster Public Library	\$2,500
Cairo Public Library	\$5,000
Catskill Public Library	\$5,000
Clinton Community Library	\$6,000
D.R. Evarts Library	\$5,000
Dover Plains Library	\$7,000
East Fishkill Public Library District	\$11,000
Elting Memorial Library	\$3,000
Greater Poughkeepsie Library District	\$13,000
Greenville Public Library	\$5,000
Grinnel Public Library District	\$8,000
Heermance Memorial Library	\$5,000
Highland Public Library	\$5,000
Howland Public Library	\$11,000
Hunter Public Library	\$5,000
Hurley Library District	\$5,000
Hyde Park Free Library	\$10,000
Julia L. Butterfield Memorial Library	\$5,000
Kent Public Library	\$9,000
Kingston Library	\$5,000
LaGrange Association Library	\$10,000
Mahopac Public Library	\$5,000
Millbrook Library	\$4,000
Morton Memorial Library and Community House	\$9,000
Mountain Top Library	\$5,000
North East-Millerton Library	\$4,000
Patterson Library	\$5,000
Pawling Free Library	\$5,000

Pine Plains Free Library	\$5,000
Pleasant Valley Free Library	\$7,000
Putnam Valley Free Library	\$8,000
Red Hook Public Library	\$9,000
Reed Memorial Library	\$2,500
Rosendale Library	\$3,000
Saugerties Public Library	\$5,000
Staatsburg Library	\$3,000
Stanford Free Library	\$6,000
STARR Institute	\$5,000
Stone Ridge Public Library	\$5,000
Tivoli Free Library	\$4,000
Town of Esopus Library	\$25,000
Town of Ulster Public Library	\$5,000
West Hurley Public Library	\$5,000
Windham Public Library	\$5,000
Woodstock Public Library District	\$5,000
	\$353,500

b. Federal

- i. The Institute of Museum and Library Services' (IMLS) funding was increased by \$2 million despite White House budget proposals that severely cut or eliminated IMLS programs.
- ii. Net neutrality rules have officially been repealed. Net neutrality is the principle that all traffic on the internet should be treated equally, regardless of a user's choice of activity (streaming movies, social media, research, etc.) The Federal Communications Commission (FCC) is challenging states that pass their own net neutrality regulations. Twenty-two states have joined with pro net neutrality groups in suing the FCC in federal court to reverse the suspension of these rules. The newly Democratic-controlled House of Representatives has noted net neutrality as one of their top issues in the coming session. Stay tuned...

4. Delivery Services Request for Proposals (RFP)

- a. Our RFP was issued on January 2nd, as scheduled
- b. Several companies have sent in inquires.
- c. Timeline:
 - i. RFP Responses Due: February 4th @1:00pm
 - ii. RFP Public Opening: February 4th, 2019 @1:00pm
 - iii. MHLS Staff Review: February 4 - 20, 2019
 - iv. Vendor Recommendation by MHLS Staff: Prior to Feb 20, 2019
 - v. MHLS Presentation to DA: February 20, 2019
 - vi. Approval of Vendor by MHLS Board of Trustees: March 23, 2019**
 - vii. MHLS/Vendor Contract Signed: Prior to April 1, 2019

viii. Contracted Service Begins: July 1, 2019

5. Integrated Library Service (ILS) Contract Up for Renewal in 2019:

a. Background:

- i. The 2017-2021 MHLS Plan of Service identified, under Service Priority 2.a, that a series of activities should take place before the end of our five-year ILS contract with our current vendor, Innovative, which concludes on September 1, 2019.
- ii. Over the past two years MHLS staff, led by Laurie Shedrick, have engaged in a series of steps to (1) identify and study the latest developments in library service platform components that make up the library technology “ecosystem”; (2) review features and functionality offered by the major ILS vendors in the marketplace and compare them to our known needs today; (3) form a “ILS Review Working Group” made up of frontline, functional experts on our staff and in our member libraries¹; and (4) write, distribute and discuss with members a whitepaper that would share their findings.
- iii. As reported at the December MHLS Board Meeting the MHLS Staff ILS Review Working Group issued their findings and recommendation in November 2018 in their “[ILS COMPARISON WHITEPAPER](#).”
- iv. Their unanimous recommendation to the Directors Association (DA) is that MHLS work to negotiate a new 5-year “Success Plus Subscription” with Innovative, our current vendor.

b. Next Steps:

- i. Since the November DA meeting member library directors have been discussing the whitepaper and the recommendation at their county meetings and sending in questions to Laurie to ensure they understand the decision in front of them.
- ii. At the February 20th, 2019 Directors Association meeting the DA will vote on which course of action to take:
 1. Endorse the recommendation from the ILS Review Working Group to renegotiate with our current vendor for a multi-year contract, updating our current implementation with additional products and services added.
 2. Rollover our current contract for 1-year by renewing our maintenance agreement, with no changes to the current product suite.
 3. Select a new vendor and facilitate data migration, training and testing to be completed before September 1, 2019.
- iii. **The DA’s decision will be forwarded to the MHLS Board for your consideration at the March meeting.**

6. Orientation for MHLS Board Members

- a. Orientation, designed for newer trustees but open to all, is scheduled for the two hours following the March 23rd MHLS Board Meeting.

¹ ILS Review Working Group Members: MHLS Staff: Laurie Shedrick, Thomas O’Connell, Nina Acosta, Courtney Wimmers, Tara Stohr and Gerry Formby; MHLS Member Library Directors: AnnaLee Giraldo (Kinderhook), Daniela Pulice (Pleasant Valley); and MHLS Member Library Staff: Jessie Chance (New Paltz), Sara Ottaviano (Highland), Beverly Santero (Poughkeepsie), and Corrine Slaughter (Hyde Park).

- b. A light lunch will be served after the Board meeting and all MHLS Trustees are invited to lunch, even if you do not plan to stay for the orientation. At lunch, each trustee should plan to briefly introduce themselves, including their background and relationship with libraries that led them to serve on our board.

7. Pleasant Valley Update

- a. As reported at your December meeting MHLS has worked with the Pleasant Valley Free Library in the aftermath of their structural fire to host library clerks from their library in our office space to process items traveling through the System that could no longer be housed at Pleasant Valley. This arrangement ended on December 28th when the library moved into temporary, temporary quarters (yes, that's right: temporary, temporary!) down the street from the library. MHLS staff is processing their circulating items until the opening of the "final" temporary space.
- b. MHLS has donated unused office furniture (stacks, bookcases, cabinet and chairs) to PVFL for their temporary space.
- c. The library director, staff, board and Friends are working hard to pull together the needed resources to open in the "final" temporary space, a former 10,000 square-foot grocery store (donated to them rent-free!), that they plan to occupy for two-years while their building is under construction. We have worked with the director and the Division of Library Development to see if funds from the current round of State Aid for Library Construction could be provided but at this time, that is not feasible. I have provided the board and director with the timing to keep in mind for the next rounds of funding should that funding be available in the next state budget.



Above: Karen Moksvold, Pleasant Valley Clerk, Courtney Wimmers, MHLS Cataloging Specialist and Pleasant Valley Senior Library Clerk; Daniela Pulice, Director, Pleasant Valley; and Laurie Shedrick, MHLS Assistant Director/Technology Operations Manager pose with their collection housed at MHLS. **Right:** Photos posted the PVFL Facebook page on moving day.



- d. The library most needs financial donations at this time. There is a donation button at the top of their home page at <http://pleasantvalleylibrary.org/>. Follow them on Facebook to hear of other ways to help.

8. Executive Director's Event Participation: End of November – Early January

- a. New Director Orientation: Dede Farabough, Putnam Valley Free Library
- b. Legal Issues for Library Directors, MHLS
- c. Putnam County Library Association, Carmel
- d. Drawdown Learn, [Hudson Valley Climate Solutions Network](#), SUNY New Paltz
- e. Public Library System Directors Organization (PULISDO) Conference Call
- f. Division of Library Development (DLD) Conference Call
- g. Greene County Library Association Luncheon, Greenville
- h. Grand Opening, Kinderhook Memorial Library
- i. Red Hook Rotary w/Marc Molinaro, Dawn Jardine & Barry Ramage, Red Hook
- j. Strategic Thinking Consultation, Roeliff Jansen Community Library
- k. Facility Consultation, Hunter Public Library
- l. [New York Reads: Drawdown](#) Planning Committee
- m. Meeting with Tessa Killian, Executive Director, [Southeastern NY Library Resources Council \(SENYLRC\)](#)



Left: (item h) RSA & AnnaLee Giraldo, Director of the Kinderhook Memorial Library. **Right:** (item i) RSA, Marc Molinaro, Dutchess County Executive and Barry Ramage, MHLS Trustee & President of the Red Hook Rotary

Mid-Hudson Library System Organizational Chart

