

MHLS Report to Member Library Directors | September 2022

The format of this report is based on the MHLS service priorities as determined by MHLS stakeholders.

1. Delivery Services

- a. **Correctional Facility Magazine Donations:** The temporary allowance for member libraries to send discarded magazines to MHLS via MHLS delivery for donation to correctional facilities has been extended through the end of 2022 (ending December 30th). Before sending these materials through the delivery please view the [special guidelines](#).
- b. **The order of stops on Wednesday and Friday after Catskill on route #1 were changed** at the end of June to save approximately twenty-four miles, two gallons of fuel, and thirty-five minutes of drive time per week. Thank you to the eight libraries (ATH,COX,GRN,CAI,WIN,HUN,HFA,PAL)who were affected by this change for unanimously being on board and adjusting their pre-sorting process.
- c. **The fuel surcharge is in effect** as per our contract with Valley Courier, this is an increase in cost to MHLS whenever the state average for gas goes above \$3.50/gallon. This cost is manageable for MHLS at this time and no route reductions are predicted due to this issue.
- d. **A new primary driver for route #4**, Jose Estela, began at the beginning of July and is off to a great start, reporting he enjoys providing delivery to the members.

2. Integrated Library System & Cataloging Services

- a. **Static IP addresses have been required by Innovative for Sierra access since 2016. All member libraries should have a static IP address.** This requirement was put in place when they moved to Amazon's Web Service where higher security levels were applied. It is a necessary and required step to manage access to a network securely and protect the data within. Blocking access to IPs that have not passed the approval process ensures that the network and the data cannot be accessed by anyone operating outside of known and approved networks, even if they have a login and password.

While Innovative has a service commitment for approving IP addresses, it is intended for when there is a planned move from one ISP to another. **It is not intended to be used as we have when a library has lost power or a router has been restarted.** We are limited to 250 approved addresses. This means that when we add an IP, we also need to remove one. Requesting changes now requires MHLS staff to maintain a spreadsheet of approved addresses so that we can locate one to remove. Each time we make the request for an IP approval, we receive a statement from Innovative reminding us that a Static IP is required for access. Their patience with us on this front is thin and for MHLS staff who coordinates the process on both ends, it is time consuming.

Your Internet Service Provider (ISP) is able to provide the static IP. In some cases, there is a monthly add on charge, in some it is part of a business level account and in a few cases the ISP was willing to donate the static IP as a community. The goal here is to get all member libraries on a static IP. It should be considered a system requirement, like computer memory to use the software. If you need talking points to use with your board to justify this cost in your budget:

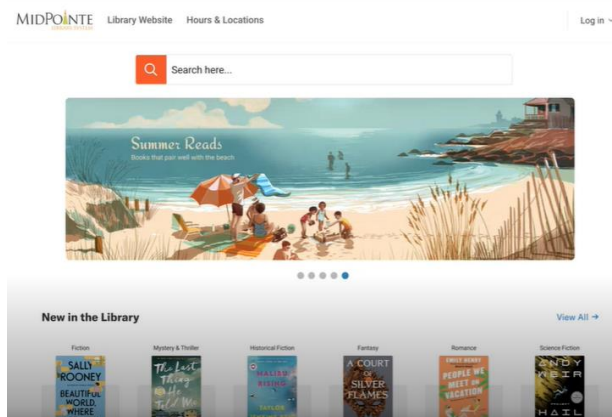
- A necessary security requirement from the ILS vendor
- Provides service continuity after disruption
- Protection from outside threats against data breaches

b. **Sierra Release 5.5** is due to be in general release any day now. It has been a long time coming for sure, and it does have some interesting includes:

- Multiple courtesy notices-currently we send one notice 3 days before due. We can add an additional notice, one day before the due date.
- Enable the “Snap” windows feature for window sizing in the Sierra client.
- Items that are damaged beyond use will have a new billing process like Mark Lost. This will separately track the instances and clarify for staff the reason for billing.
- Display the holdshelf location within the item record
- View public display can point to Vega discovery from within Sierra
- Inventory files can be uploaded through Data exchange
- Support for Windows 11 and MacOS Monterey
- PPLD will benefit from changes to funds display in accounting
- Improved security requirements in Collection Agency reports
- MHLS staff will have more access to data in SQL

c. **Vega Discover Updates:**

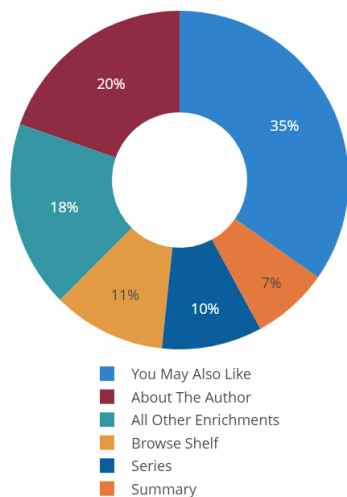
- The main page is becoming more customizable with additional toolbar buttons and featured content & collections. Libraries will be able to display Featured titles, like new books, staff picks, saved searches and author profiles. The displays can be shared as slides, carousels or groups and are easily configured.



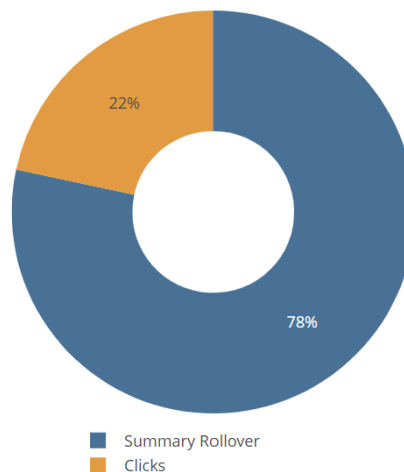
- A Pilot library live forum will be announced after our next significant feature enhancement to provide an interactive forum to evaluate and discuss Vega Discover. It will give us an opportunity to consider our pilot processes as well.
- LX Starter (also known as Vega Connect) is now in general release for small libraries and will be coming to large libraries and Consortia in 2023. This no cost addition will replace Sierra notices with an easy-to-use interface for customizing notices and registration journeys. We are positioning ourselves to be early adopters.
- While iii has corrected many of the issues that we have reported (Thank you, Pilot libraries!), we still have some very important elements to conquer before going live. We do still have some critical issues that need to be resolved before we consider going live.

1. Hold placement within the roll-up: Where titles have more than one edition rolled up under a format, we have the opportunity to enhance the efficiency for filling holds. Currently, patrons determine which edition to place the hold against by selecting one bibliographic record over another, and then the priority is determined within Sierra using parameters for paging order that we have in place. Requesting in Vega will have the potential to prioritize the pickup location's copies across editions, eliminating the delivery. If a patron chooses a specific edition to place the hold on, rather than the rolled up (any edition) request, the platform will let them know that another edition is available at their location, if they would like to hold that edition instead.
 2. E-content -right now Vega matches and even exceeds the access to E-content access, but Innovative is on the cusp of making a big improvements in how patrons experience the view of our electronic resources. Patrons who login will be able to see the exclusive content available, based on ptype. Innovative is working with OverDrive advantage accounts, Hoopla and Kanopy to begin with. This should also reconcile the available copy counts where applicable.
- d. **MHLS does not delete item records, including discards. If your items have a status of lost, missing, discard, in transit too long, MHLS will regularly globally update these items by changing the Annual Report field to w-MHLS staff suppress.** This will suppress them from view in the public catalog. The records still exist and can be viewed by staff in Sierra. We would be glad to batch delete these records or even updated them. Let us know how we can help by emailing techsupport@midhudson.org.
- e. **Syndetics Unbound Usage Statistics:** We have access to uploading information about how our patrons are experiencing our catalog and making use of the enhancements provided through the Syndetics Unbound product. The MHLS Technology Team will be updating the Syndetics Unbound Knowledgebase page with year-to-date statistics each quarter. Here is an example from that data, showing how user Interacted with Enrichments:

Enrichments With Most Interactions



Kinds of Interactions



3. Coordinated IT Services

- a. **Computer and equipment orders must be received at MHLS by October 31.** This allows us time to order, receive and be invoiced before the closing of our fiscal year. You can find information about

ordering equipment, current rates and hardware specs at <https://midhudson.org/topics/resource-sharing/technology-operations/tech-purchase-form/> or from the Admin toolbox on KB.midhudson.org

- i. MHLS continues to monitor the availability and cost of equipment, while we have seen improvements in supply chain issues, the costs to purchase remains at about 20% higher than pre pandemic pricing. The only goodish news is that the pricing seems to have stabilized there.

b. **Connecting NY Libraries: A Broadband Improvement Plan**

MHLS is participating in a new project being launched by the New York State Library. If the description below seems like something your library might want to participate in, please contact Laurie Shedrick at lshedrick@midhudson.org. Participants will be asked to attend meetings and complete assignments necessary for success. We have a limited number of libraries that we can include, and we will select based on the impact to the community that we think we can deliver with the resources at hand.

Community access to broadband is considered an essential library service. Many libraries experience challenges with the performance of library technology systems, but often don't know where to start to improve things, let alone make strategic technological improvements with confidence. This project is designed to help libraries of all sizes in New York assess, understand, and improve their broadband infrastructure through the caring and expert assistance of library system staff and a national library technology consultant. This project is the next stage of a successful pilot performed in 2021 with libraries in three participating systems: Mid-Hudson, Mid York, and the Clinton-Essex-Franklin Public Library Systems. Participants gave the process high marks and were able to improve their understanding of technology and take actions to improve access for patrons.

During 2022 - April 2023, the project will increase the number of assessments throughout the state, building upon the successful training model developed during the pilot project:

- Participating libraries will work with MHLS staff plus the state library consultant; this team will work together throughout the process.
- Participants will receive personalized and interactive training and support designed to demystify technology topics and inspire confidence and mastery of even novice library staff.
- The team will work together to perform an assessment of each library's technology. This assessment will include specific improvements the library can make.
- The NYSL will connect participants to relevant funding opportunities for technology needs, including the federal Erate program, State Aid opportunities and other sources as suggested by the NYSL.

- c. MHLS has completed a **survey of the IT support service** used by many of our libraries. The purpose was to measure the satisfaction and the confidence in the service, assess the resources for next year, and to address any issues that were noted. The responses showed very high marks for the service, and revealed where we can improve in 2023.

4. Professional Development & Continuing Education

a. MHLS Equity, Diversity, and Inclusion Mini-Conference - Friday, October 7, 2022 | 9:30am-3:30pm

i. **Morning Program 9:30 am – 12:15 pm | REGISTER**

This morning session is designed for library board members, directors, and administrators, but all are welcome to attend.



Session 1: KEYNOTE SPEAKER: Freddimir García, Co-Founder & Program Advisor for [The Board Institute](#), Hudson Valley Pattern for Progress

Topic: Inclusive Leadership | Unmanaged Bias Limits Leadership

We will be taking an excursion to understand the practical practice of diversity, equity, and inclusion while also identifying the key elements of an inclusive leader as a board member. We will challenge ourselves to also recognize the power of our minds and together, discover the functions and impacts of bias in our approach to governance decisions and board recruitment.

Bio: Freddimir García is the Diversity, Equity, & Inclusion Officer for the Hudson Gateway Association of REALTORS® (HGAR), a not-for-profit trade association representing over 13,000 real estate professionals doing business in The Bronx, Manhattan, Orange, Putnam, Rockland & Westchester Counties. It is the second largest REALTOR® Association in New York, and one of the largest in the country. In this newly created role, Freddy leads the Association's efforts in developing and executing HGAR's diversity, equity, and inclusion initiatives.

An active member of the community, Freddy is currently serving on various boards across the region including Family Services, Inc., RUPCO, Inc., Hudson Valley Pattern for Progress, and Rhinebeck Bank. He also works with various organizations in the Hudson Valley on the development, understanding, and implementation of DEI strategies to help create environments of inclusion and accountability. He is also the co-founder and Program Advisor of The Board Institute designed to diversify boards across the Hudson Valley by equipping people of color with the knowledge, support, and tools to serve.

He is a two-time Marist College graduate with a Masters in Business Administration and holds a Diversity & Inclusion Certificate from Cornell's School of Industrial and Labor Relations.

Session 2: PANEL DISCUSSION: Members of the Mid-Hudson Library System Board of Trustees Equity, Diversity, and Inclusion (EDI) Working Group will share their experiences and resources developed over the last two years. Featured speakers: Richard Swierat, MHLS Board President; Priscilla Goldfarb, MHLS Trustee representing Putnam County; and Rajene Hardeman, MHLS Trustee representing Dutchess County. Facilitated by MHLS Executive Director Rebekkah Smith Aldrich.

ii. **Afternoon Program 12:45 pm – 3:30 pm | REGISTER**

This afternoon session is designed for library staff and directors, but all are welcome to attend.



Session 3: KEYNOTE SPEAKER: Maria Estrella, Founder of [Young Diverse Readers](#)

Topic: *Flourishing Institutions: Best Practices for Inclusive and Equitable Library Spaces*

It's crucial for libraries to successfully foster and continue a culture where diversity, equity, and inclusion (EDI) are at the center of every library initiative. During this presentation, attendees will be introduced to basic EDI concepts, theories, and terminology key for establishing and

continuing inclusive and equitable library spaces.

Bio: Maria F. Estrella (she/her/hers/ella) earned a Master of Communication and Information in Library and Information Science from Kent State University, two Bachelors of Arts and Sciences in Social Work and Spanish from Cleveland State University and received Diversity and Inclusion certification from Cornell University. She also holds two decades of library experience working in a five-star rated urban-research library system, including eight years working as a Children's/Teen Librarian and a Youth Services Subject Department Librarian. Maria similarly has thirteen years of significant knowledge advocating, promoting, and providing services to youth and caregivers. She served on national committees, juries, and task forces, whose primary goal is to provide diverse literacy and technological resources/services to enhance the lives of young readers and encourage them to become life-long scholars.

Maria is actively a REFORMA (National Association to Promote Library and Information Services to Latinos and the Spanish Speaking) Executive Board Member, the Children, and Young Adults Services Committee Chair, and a REFORMA liaison to the Association for Library Service to Children (ALSC). Maria was honored with the 2021 REFORMA Dr. Arnulfo D. Trejo Librarian of the Year Award and was recognized as a 100+ Latinos Cleveland Must Know, 2021 Edition. She will begin her 2022-2025 term as an American Library Association Councilor-at-Large as well as a Board Member of the Association of Library Services for Children.

Session 4: PANEL DISCUSSION: Representatives from three member libraries will talk about their experiences in implementing practices and programs at the local level to help engage their communities in conversations around diversity and employing hiring practices to create a more inclusive and welcoming environment. Panelist include Gina Loprinzo, Director of the Brewster Public Library; Erik Brown, Co-Chair of the Desmond-Fish Library's Racial Equity & Social Justice Committee; and Rhiannon Leo-Jameson, Director of the NorthEast-Millerton Library.

b. E-Rate Workshop Series

If you are not receiving E-Rate funding, you are not alone. Most of the MHLS member libraries are not applying for the funding that is available to reimburse internet billing and the network equipment needed to provide the service. This series is set up to provide the information and support needed to navigate the process throughout the year. Sessions are timed to prepare you for each of the forms and processes as they are approached in the funding year.

Not sure if you will do E-Rate? Take the first session and drop out if you find it is not a value or fit for your library.

- i. [Session 1 \(October 4\)](#) – Getting the process started
 1. Overview of the funding year
 2. What can you hope to receive
 3. Compliance requirements to consider
 - a. Policy
 - b. Filtering
 4. Creating or updating the EPC Account
 5. Form 470
 - ii. [Session 2 \(December 8\)](#) – Next steps /bidding
 1. E-rate Application window – form 471 (Jan-Mar)
 2. USAC E-Rate Review (Mar-Jun)
 - iii. [Session 3 \(April 12\)](#)
 1. Form 486
 2. Invoicing
 3. Preparation for next funding year
- c. **MHLS Trustee Education Series**
- i. **Trustee Essentials:** Particularly for new board members, but open to all. Library board members looking for essential, basic information to increase their effectiveness in serving on a library board will benefit from attending this session. Attendees will develop a working knowledge of library funding and organization in New York State; receive a clear overview of stakeholder roles and responsibilities and receive an introduction to Open Meetings Law and best practices for effective board meetings. This webinar provides a foundation of knowledge that other workshops in the MHLS Trustee Education Series will build on.
 1. Tuesday, September 13th | 5:00 pm - 6:30 pm | [Register](#)
 2. Wednesday, September 21st | 10:00 am - 12:00 pm | [Register](#)
 - ii. **Core Values & Ethics (MHLS Trustee Education Series):** Trustees have enormous influence in creating libraries that are relevant and responsive to community needs. From policymaking and fiduciary responsibility to strategic planning and advocacy work, the board needs a strong sense of the core values of librarianship and a commitment to ethical governance to support patrons’ rights to access to information and resources while creating a viable, vital and visible library that their community is proud of. Attendees will develop a working knowledge of the Core Values of Librarianship and how those values translate to the work of the board, particularly in the area of policy making. This webinar will also review board ethics and use case studies to illustrate “values and ethics in action.”
 1. Thursday, September 22nd | 5:00 pm - 6:30 pm | [Register](#)
 - iii. **Financial & Fiduciary Responsibilities (MHLS Trustee Education Series):** This intermediate-level course is for trustees who have been on the board for at least a year. Library boards are trusted with public and private funds to provide quality library service to their community. Transparency

and accountability must be at the forefront as a board makes decisions pertaining to the library's finances.

1. Thursday, October 13th | 10:00 am – 12:00 pm | [Register](#)

- iv. The **Trustee Handbook Book Club** will be back this fall and winter. Look for an upcoming announcement with new dates and topics.

d. Library Sustainability Webinar Series

- i. Overview of the Americans with Disabilities Act (ADA) for Library Facilities
September 23rd | 10:00 – 11:30 am | Online | [REGISTER](#)

Jennifer Perry, Access Specialist at the Northeast ADA Center will provide an overview of the Americans with Disabilities Act (ADA) including the definition of “person with a disability” and the 5 Titles of the ADA and how they are enforced. This session will focus on the learning objectives below and provide time for questions and answers.

Learning Objectives:

- Understand ADA Title II obligations for state/local government entities – including public libraries
 - Self-evaluation
 - Transition Planning
 - Review of Title II “Program Accessibility” requirements
- Discussion of ADA Priorities for physical accessibility

e. 2022 MHLS Friends Group Online Meetup

- i. Thursday, October 18th | 3:00-4:30pm | Online | [REGISTER](#)

Calling all Friends Groups for the 2022 MHLS Member Library Friends Group Online Meetup. Join MHLS staff and fellow member library Friends Groups for sharing and discussion. All MHLS member library Friends Groups and individuals interested in creating a Friends Group for their local library are welcome to come and share their experiences, questions, and concerns for building and sustaining a Friends group and supporting their local library. This session will be hosted online by Kerstin Cruger, MHLS Outreach & EDI Specialist.

f. MHLS Learning Management System (LMS) to Launch in 2023

- i. MHLS is configuring the Niche Academy platform to provide a new learning management system for MHLS member libraries. There will be two “academies” that manage exclusive content produced by MHLS staff for member library directors, staff, and trustees. The academies will specialize in content produced by the MHLS Technology Operations Team and the Library Sustainability Team, which will also include the MHLS Trustee Education Series.
- ii. This new platform will enable directors to assign continuing education sessions to staff and track staff progress in assigned trainings as well as create an on demand webinar access point that results in the issuance of certificates of attendance enabling trustees to attend MHLS trustee education at their convenience and ease their ability to meet the new trustee education mandate that goes into effect on January 1st, 2023.

- iii. At the November DA meeting we will introduce the platform and help directors embrace their role in managing the professional development opportunities for their staff and boards of trustees.

5. Consulting & Development

- a. Thanks to a MHLS collaboration with other library systems in the state, the **2022 Public Library Collection Policy Template & Guide** is now available to use when developing your library's policies. The annotated "Collection Management Policy Template & Guide" to help public libraries confirm that their policies are ready for materials challenges. While inspired by the need of a public library be "challenge ready", this resource addresses every phase of collection management. Written by attorney, Stephanie Cole Adams (Ask the Lawyer), but reviewed by experienced library directors, it clarifies and emphasizes not only the law underlying collection management issues, but the very different roles of trustees and directors in the collection management process.
 - i. Link to annotated resource ([PDF/Word](#))
 - ii. A one-hour webinar to discuss the *Public Library Collection Policy Template and Guide* was held Tuesday, July 19 at 10:00 am. [View the recording of this webinar at this link.](#)
- b. **2020 Census & MHLS Service Areas:** The NYS Division of Library Development has released the 2020 Census figures for all MHLS chartered service areas. The chart can be viewed on the [Estimated Local Library Services Aid webpage](#).
- c. **Form 990-N filers will use a new sign-in process beginning in August 2022.** Smaller charities that are eligible and choose to file Form 990-N, Electronic Notice for Tax-Exempt Organizations (e-Postcard), must sign into the IRS modernized authentication platform using either their active IRS username or create an account with ID.me, the current IRS credential service provider. When accessing the [Form 990-N submission page](#), Form 990-N filers have three options:
 - i. **Sign in with their active IRS username:** Users with an active IRS username have the option to access the Form 990-N submission page using their existing IRS credentials or they can choose to create a new account with ID.me.
 - ii. **Sign in with their existing ID.me account:** Users that have an ID.me account to access other IRS online services or from a state or federal agency can sign in using their existing ID.me account.
 - iii. **Create a new ID.me account:** Users that don't have an active IRS username credential must register and sign in with ID.me. ID.me account creation requires an email address and multifactor authentication. Form 990-N filers who have an existing IRS username and register for an ID.me account must use the same email address.

For Form 990-N filing instructions, see [Publication 5248, Form 990-N Electronic Filing System User Guide \(PDF\)](#).

The filing process has not changed for organizations that file [Form 990](#), Return of Organization Exempt from Income Tax, or [Form 990-EZ](#), Short Form Return of Organization Exempt From Income Tax.

The IRS provides interactive online training to help officers, board members and volunteers maintain your organization's Section 501(c)(3) tax-exempt status - including a course on filing Form 990-series

annual returns. The [Virtual Small to Mid-Sized Tax-Exempt Workshop](#) at StayExempt.irs.gov is an important resource for all charities, old and new.

d. Tax Cap 2023

- i. The Office of the State Comptroller announced that the property tax levy growth for libraries with fiscal years that close on December 31 will again (for the second year) be capped at 2% for 2023. The inflation factor calculation is 7.17%.

For newer directors who may not be familiar with the Property Tax Cap in New York State, there are answers to frequently asked questions about this, including instructions for how to override the cap, in the new [Public Library District Toolkit](#) from the State Library.

- e. **Oath of Office for Public Library Trustees Reminder:** Public Officer's Law §10 requires all public library trustees (but not association library trustees) to take an oath of office within 30 days of beginning their term of office. Public library trustees are public officers, and the oath of office is required to officially undertake and perform the duties of a public library trustee. If a public library trustee does not properly complete and file an oath of office, the trustee's position may be deemed vacant. See Public Officer's Law §30(1)(h). For more information about how and why the oath of office is administered, and where to properly file an oath of office, please see the [Oaths of Office FAQ page](#) on the State Library's website.
- f. **Sexual Harassment Prevention Training Reminder:** Sexual harassment prevention training must be carried out for all New York State employees annually. MHLS has [policy, forms, and training materials](#) to make meeting the requirements of the law as easy as possible for member libraries.
- g. **The Great Give Back - Saturday, October 15th:** MHLS member libraries are invited to participate in the statewide 2022 The Great Give Back to connect patrons with meaningful service-oriented experiences and highlight the evolving roles libraries play in supporting their communities. **Please use [this form](#) to tell us your library's program plans.** GGB resources and info are available at bit.ly/ggbresources.
- h. **Digital Navigators of the Hudson Valley:** The Digital Navigators in Cohort 1 have completed their grant cycle and an extension of the original grant has allowed the program to start a second cohort which began in July. The second cohort have received the same series of training and will be meeting twice monthly to share their experiences in engaging and supporting community members to bridge the digital divide through March 2023. Cohort 1 members who chose to continue with their work to connect community members with affordable broadband and devices and free digital literacy training beyond the grant have been invited to continue meeting with the current cohort to benefit from the shared experience. See the full list of participating libraries and organizations at <https://hvconnected.org/>. More info about the DNHV program is available at <https://libguides.senylrc.org/DigitalNavigators/about>

6. Cooperative Collection Development & Digital Collection Access

- a. MHLS has completed the work for OverDrive's IP change – please continue to ignore any notices you may receive to make updates – it has been done.

7. Awareness & Advocacy Services

- a. Spread the word about the **Unite Against Book Bans campaign**. Individuals and organizations may join/sign-up/endorse. Please sign up if you haven't yet done so.
 - i. <https://uniteagainstbookbans.org/>
 - ii. <https://twitter.com/UABookBans/status/1524026529264685058>
 - iii. <https://www.ala.org/advocacy/fight-censorship>
- b. Ask your Representative to #FundLibraries & support critical investments in library facilities in **FY23 federal appropriations**.
 - i. <https://twitter.com/LibraryPolicy/status/1560644454574424065>
 - ii. <https://cqrcengage.com/ala/app/write-a-letter?0&engagementId=514578>
- c. **Save the date for New York State Library Advocacy Day 2023**: Advocacy Day 2023 is scheduled for Tuesday, February 28. This will take place in Albany. Pre-Advocacy Day events will take place on February 27 at the Albany Hilton.

8. Interlibrary Loan Services

- a. **ILL Staffing changes**
 - i. We have a new Interlibrary Loan Specialist, Amy Kendel. Amy started with us on August 15th and is quickly ramping up her skills in the ILL department. She is already managing tickets and requests that come in from member libraries. Hopefully, you will have a chance to say hello to Amy over your upcoming ILL inquiries.
 - ii. In the interim between ILL coverage and onboarding Amy, we have recognized some improvements to the ILL workflows which have improved efficiencies. Special thanks to the Technology Operations team (particularly the Nina, Kerri and Kathryn) for pitching in to ensure that the service was not interrupted or delayed.

9. Construction Program Services

- a. For libraries with currently open grants: Halley Sutherland and Kathryn Davis have left the State Library. If you have questions that would have gone to them, please email LDConstruction@nysed.gov
- b. **Libraries that have submitted an application as of August 2021**: Our understanding from the Division of Library Development (DLD) is that your applications are currently under review by the bond counsel at the Dormitory Authority (DASNY). Once approved, the state librarian will issue an award letter directly to you. MHLS does not see these letters so please let us know when you get them and the final amount approved.
- c. **Libraries that have submitted an application as of August 2022**: The MHLS Board will make award recommendations at their September meeting. Directly after that meeting you will be contacted and you will have the opportunity to either move forward with the process or withdraw. In early October the NYS Division of Library Development will begin their review of this year's applications.

- d. **Extension of Program Timeline:** Thanks to state legislation passed this session, construction projects funded under the State Aid for Library Construction Aid program now have a six year window to be completed. This is retroactive, therefore:
 - i. 0386-19-**** July 1, 2018-June 30, 2024 (six years due to Chapter 333 of the Laws of NY 2022)
 - ii. 0386-20-**** July 1, 2019-June 30, 2025 (six years due to Chapter 333 of the Laws of NY 2022)
 - iii. 0386-21-**** July 1, 2020-June 30, 2026 (six years due to Chapter 333 of the Laws of NY 2022)
 - iv. 0386-22-**** July 1, 2021-June 30, 2027 (six years due to Chapter 333 of the Laws of NY 2022)
 - v. 0386-23-**** July 1, 2022-June 30, 2028 (six years due to Chapter 333 of the Laws of NY 2022)

- e. **ACTION REQUESTED:** The Division of Library Development will be updating the **estimated capital needs of public and association libraries in New York State** this fall. Please review [this chart](#) and send any updates by the end of September to Laura Crisci, MHLS Library Sustainability Coordinator at lcrisci@midhudson.org.

- f. **“New” Capital Grant Program through the Dormitory Authority of New York State (DASNY): CREST**
 - i. Some libraries in the system have benefited from “SAM” grants (State and Municipal Facilities Program), these are larger, capital grants that state legislators have secured for libraries in the range of \$125,00-\$250,000. They are reimbursable grants, meaning a library must front the cash for a project and then can be reimbursed. These funds may not be used to match State Aid for Library Construction program funds.
 - ii. SAM is to be replaced with “CREST,” a program that we are still learning the details of. Stay tuned if you think this could be of use to your library.

10. Communications Among Member Libraries

- a. The deadline to submit job openings to be included in the MHLS Bulletin is Thursday, 4:00 pm of the week prior to publication. The MHLS Bulletin is published every Tuesday. Please send job ads to bulletin@midhudson.org.
- b. MHLS is always looking for member spotlights to share in the Bulletin. If you have a program, partnership, grant, collection, etc. that you would like to share with your peers please contact [Alexa Stroh](#), MHLS Library Sustainability Associate.

11. Special Populations

- a. **2022 MHLS Outreach Mini-Grants** have been awarded to 36 member libraries. Funds awarded through this program must be spent and [Grant Closing Reports](#) must be completed by member libraries by December 1, 2022. Questions can be directed to [Kerstin Cruger](#), MHLS Outreach & EDI Specialist.

- b. **Justice at Work:** Thirteen member libraries have signed up for 64 seats in the [Justice at Work in Public Libraries: Understanding Power, Oppression, Resistance and Solidarity](#) program. As part of our organizational priority to address issues related to equity, diversity, and inclusion, Mid-Hudson Library System subsidized the cost associated with this program (at \$165 per student value) using Coordinated Outreach funds. Participating libraries will receive login information in September and will report out on their experiences during the first quarter of 2023.

12. Cooperative Efforts with Other Library Systems

- a. **Save the Date!** We will be partnering with the other 23 public library system, the State Library, and the Library Trustee Association of New York State to bring a professional parliamentarian in for a webinar on **Robert's Rules of Order on October 27th**.
- b. We are partnering with the Ramapo Catskill Library System and [The Library Freedom Project](#) on [doxing prevention measures](#) for library workers in light of the targeting of library workers in other parts of the state and country.
- c. **23rd Annual Fall Into Books Children's & Teen's Literature Conference**
 - i. October 5th | 3:30 – 5:30 pm | Online | [REGISTER](#)

This collaborative event features book discussion sessions ranging from picture books to young adult, and a keynote presentation. This year's keynote speaker is author Kekla Magoon. Full details, including discussion groups and registration, can be found on the Fall Into Books website, <https://fallintobooks.org/>. The first 50 people to register will receive a free book written by Kekla Magoon! The cost for this event is \$30. Registration deadline is October 1st, 2022.
- d. MHLS is partnering with Ramapo Catskill Library System for an **Adult Services Programming Session**
 - i. [MHLS & RCLS Adult Programming Staff Share & Learn](#)

October 13 | 1:30 - 3:30 pm | Online | [REGISTER](#)

Adult programmers from Ramapo Catskill Library System (RCLS) and Mid-Hudson Library System (MHLS) are invited to come together for a presentation and group sharing at this online, interactive event. The session will open with a keynote from Marie Pierre and Morgan Strand presenting DEI Initiatives on A Shoestring Budget. Following the keynote, we will move into small discuss groups to discuss a variety of topics focusing on adult service programming.

13. Administrative

- a. **Laura Crisci has started as our new Library Sustainability Coordinator.** After a period of training and onboarding, Laura will be at the ready to assist with a variety of topics including annual reports to the state; the State Aid for Library Construction Program; the MHLS Turning Outward cohort; The Library of Local; mentoring for the Sustainable Library Certification Program; and more. To contact Laura: x260 or lcisci@midhudson.org
- b. The System Services Advisory Committee will discuss updates to the **Document of Understanding and Automation Agreement** at their next meeting. This will be an update to existing language to reflect current practices, no major changes are anticipated. The Committee will also be **discussing the path to MHLS membership** in light of the Town of Union Vale Board's vote over the summer to create their own municipal public library.
- c. **Movie Licensing Group-Buy with Swank Movie Licensing USA:** Libraries participating in the MHLS Movie Licensing group-discount program have been invoiced for their licensing fees starting September. Licenses cover libraries for film and media screening from 9/16/2022 to 9/15/2023. See Swank's [website](#) for a full list of licensed media.