

# MHLS Report to Member Library Directors | September 2021

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

## 1. Delivery Services

- a. New Driver on Delivery Route #1: Ashante Cato. Ashante replaces Oneil Salmon who had been on Route #1 since February.

## 2. Integrated Library System & Cataloging Services

- a. **Sierra 5.3 upgrade** is finally scheduled to take place.
  - i. Sierra 9/8/2021 – [Release info](#)
  - ii. Encore 9/9/2021 - [Release info](#)

- b. **ILS Road Map 2.0 Report: Materials Booking is launched!**

We have almost completed our 2<sup>nd</sup> leg of the Road Map by completing the launch of Serials, Inter Library Loan, Encore Harvesting and Materials Booking. We had 54 attendees in the Materials Booking training session, and we have seen early activity from members who have moved items into the booking process. The Training webinar was recorded. It and full documentation can be found on the [Materials Booking page](#) of our Knowledge Base site.

Patron Images remains to be fully launched. While the product is installed, we have not yet completed the full installation at a member library. The issue remains that we are unable to get updated information on Camera specifications from iii, and inquiry on the user listserv remains unanswered. What we know is that the camera must be a network device accessible to your Sierra workstations (similar to a form printer). The camera should be fitted with a lens suitable for taking head shots from the distance between patron and camera. Any library with this equipment can work with [techsupport@midhudson.org](mailto:techsupport@midhudson.org) to establish patron images.

- c. **Vega (ILS Road Map 3.0):** Vega is an entire ecosystem that Innovative is developing. It will depend on the ILS for transactional processes and data storage, but new applications will be built outside of the platform and complete processes through APIs. This allows them to be more iterative and agile in spinning up new products and services, particularly those that rely on 3<sup>rd</sup> party integration.

**Vega Discover:** As you have heard, Vega Discover will replace our Encore system as our online catalog. It is an exciting new platform that uses bibframe records which will expand the serendipitous discovery experience. Patrons will have access to tools and search mechanisms that will improve their experience in discovering resources. Vega Discover includes **Syndetics Unbound** which we previously paid for through Central Library to enhance Encore which will free up Central Library funds for other purposes.

**Vega Connect:** This is a new layer that has been negotiated into our product line, at no extra cost. The connect product will provide tools that connect the patron experience within the catalog to the Sierra platform processes, and in some cases replaces them.

### Vega Connect

The platform that powers Vega



### Vega Interact

Chat with individual patrons across channels



**Vega Interact:** This product is not included in our package and would need to be purchased separately by MHLS. It includes a suite of tools that would expand the individual patron communication with the library and provide targeted information for individuals.

**Vega Promote:** This product is not included in our package and would need to be purchased separately by MHLS. It includes a suite of tools that would expand Marketing.

### Vega Promote

Marketing & communications tools for every library





**Vega Programs:** This product is not included in our package and would need to be purchased separately by MHLS. It includes a suite of tools that would manage programming and marketing around programming.

**Vega Analyze:** This product is not included in our package and would need to be purchased separately by MHLS. It includes a suite of tools that provide the statistics for the entire Vega platform. Analyzing the return on the process.



**d. Upcoming Sierra Training:**

- i. Circ 101 Lunchtime Webinar: 9/7 12pm-1pm | Online | [Register](#)
- ii. Data Entry: How brief is too brief: 9/17, 2pm-4pm | MHLS Auditorium | [Register](#)  
This workshop is intended for any staff responsible for entering brief bibliographic or item records into Sierra. It will focus on the information to include in each field, and how that information may differ depending on the type of material being cataloged.
- iii. Data Entry: How brief is too brief : 9/20, 2pm-4pm | Online | [Register](#)
- iv. **NEW!** Create List Lab Series (online): Create Lists is at the foundation of reporting, collection development and management in Sierra. Sharpen your skills in this lab series that will build in complexity over 3 sessions. The sessions will include background literature and sample searches for you to work through before the session. Follow up work will be assigned to build your skill toward the coming session. Each session will include 30 minutes of instruction and 30 minutes of lab time where you can work through building lists. To get the most of this lab experience you will be asked to maintain a Sierra session as well as the Online Meeting session.  
Beginner: 9/22/2021 11:am-12pm | Online Lab | [Register](#)  
Intermediate: 10/22/2021 11:am-12pm Online Lab | [Register](#)  
Advanced: 10/27/2021 11:am-12pm | Online Lab | [Register](#)
- v. Sierra Circulation Training:  
10/2/2021, 10am-12pm | Online | Register

10/2/2021, 10am-12pm | Mid-Hudson Library System Auditorium | Register

This is a comprehensive training on all elements of Circulation. It will include policies and procedures on the following topics.

- Circulation in context of it all
  - Patron record creation
  - Checkout /Checkin
  - Holds /Holds Management
  - Records and record relationships
  - Overrides
  - Fines/Fees/Manual charges
  - Patron self care
- e. **B&T Sustainable Shelves:** B&T has a program that can be used to turn your weeded copies into purchase credit. Once registered in the program libraries can provide a list of potential weeds to B&T to find the value of submitting them to the program. Titles will be slated for recycling or reselling based on the current demand and availability. If the library chooses to weed items, they schedule a ups pickup (paid by B&T). B&T will process the credit to the libraries account. The libraries who are enrolled in the MHLS TS360 ordering group may enroll (Some already have!). [More information and registration forms](#) can be obtained on our Knowledge Base in the area of cataloging.

### 3. Coordinated IT Services

- a. **New York State Library (NYSL) Pilot Project:** The aim of the pilot project is to improve technology access for all libraries in the state, and to support improved access to broadband for all library patrons. The pilot process includes developing fun and effective basic technology training for libraries, and includes \*easy\* technology assessment techniques for all libraries, especially small, rural and others who have a tough time keeping up with tech! Claverack and Amenia libraries were chosen as 2 of the 5 selected libraries across the state. The anticipated outcome is that each library will expand their comfort level with technology and emerge from the program with a plan in place to elevate their technology to meet the current and future needs of their communities
- b. **Cyber Security:** We have created a new space for resources on Cyber Security on our Knowledge Base website's [Security Checklist](#). You can learn more about protecting your library from phishing and ransom and find resources to help you to navigate recovery should you be targeted on our
- c. **Hardware/Equipment Orders:** October 1<sup>st</sup> is the 2021 deadline for ordering [Hardware or Equipment](#) through MHLS IT . Place your order or review the specs from our website, linked above.
- d. The equipment purchase to update Aerohive Access Points through extreme networks: If your library has purchased equipment will be in touch with you prior to 10/18 .

### 4. Professional Development & Continuing Education

- a. Leadership Circle: Parliamentary Procedure and Robert's Rules of Order  
Friday, September 10<sup>th</sup> | 1:00-2:30 PM | [REGISTER](#)

This event for member library directors will include a presentation from Ronald Vero, RP, Registered Parliamentarian with the National Association of Parliamentarians. Vero will review the basics of Robert's Rules of Order including motioning procedure, common mistakes, and the duties of chairs and members. When possible, Vero will also address questions received in advance of the event and at the event. Questions can be sent in advance to [Casey Conlin](#).

b. Reimagining Library Services Series - Fall 2021

**I. Lessons From the Family Literacy Grant Cohort & Summer Reading Wrap Session**

Friday, September 24<sup>th</sup> | 10:00-11:30 am | [REGISTER](#)

At this online program, we'll review the outreach and programming work done by member library staff that participated in 2020's Family Literacy Grant cohort. At this program, we also want to hear from you, our attendees, about what 2021's Summer Reading Program was like. Stories of successful programs and services are welcome as well as tales of programs that could have gone better. Participants will understand outreach strategies that can be used in the pandemic and beyond, and learn about other libraries' work in engaging communities in Summer Reading Programs and share their own experience.

**II. Developing Digital Literacy Skills with DigitalLead**

Friday, October 15<sup>th</sup> | 10:00-11:30 am | [REGISTER](#)

The Public Library Association's DigitalLead initiative provides tools and resources to help libraries build digital literacy skills and access to technology in their communities through training and programming. Broadband access includes not only infrastructure to connect people to the internet and devices to connect to that infrastructure, but the knowledge and skills necessary to use those devices and infrastructure, and libraries can play a critical role in helping community members build those skills. This webinar will review the tools and curriculum available from DigitalLead and how libraries can use these resources to build digital literacy skills in their community.

**III. Let's Move in Libraries**

Friday, November 19<sup>th</sup> | 10:00-11:30 am | [REGISTER](#)

Everyone has a role to play in increasing healthy living, including libraries! This webinar focuses on how you and your library can get involved in local, regional, national, and even international efforts to transform cultures of health. With their impressive reach and great potential for impact, public libraries can and do support healthy communities through StoryWalks®, seed collections, Yoga classes, gardens, cooking classes, and much, much more. What public librarians do in particular places is a function of the partnerships and community connections they're able to establish and leverage. Join Noah Lenstra, Director of Let's Move in Libraries, to learn how your library can join the thousands of libraries around the world promoting healthy living!

- c. MHLS Online Trustee Education Series
  - i. New Trustee Handbook Series
    - a. Trustee Handbook Book Club
      - o Tuesday, October 19<sup>th</sup> | 5:00-6:30pm | [REGISTER](#)
    - ii. Fall Trustee Education Series
      - a. Trustee Essentials
        - o Thursday, September 9<sup>th</sup> | 10:00-11:30am | [REGISTER](#)
        - o Tuesday, September 21<sup>st</sup> | 5:30-7:00pm | [REGISTER](#)
      - b. Core Values & Ethics
        - o Tuesday, September 14<sup>th</sup> | 5:30-7:00pm | [REGISTER](#)
        - o Friday, September 17<sup>th</sup> | 10:00-11:30am | [REGISTER](#)
    - c. Intermediate Level Workshops
      - a. Legal Issues
        - o Tuesday, October 12<sup>th</sup> | 10:00-11:30am | [REGISTER](#)
      - b. Financial & Fiduciary Responsibility
        - o Thursday, October 14<sup>th</sup> | 5:30-7:00pm | [REGISTER](#)
    - d. Advanced Level Workshops
      - a. Seven Habits of Highly Effective Boards
        - o Tuesday, October 19<sup>th</sup> | 5:30-7:00pm | [REGISTER](#)
- d. Group Discount Available for Library Journal's *Evaluating, Auditing and Diversifying Your Collections*
  - i. MHLS has negotiated a group rate discount for [Evaluating, Auditing and Diversifying Your Collections](#), a this course features live online workshops, exercises, and personal coaching to help library selectors and readers' advisors understand the basic frameworks for building and maintaining collections through an equitable lens, including the ability to recognize harmful stereotypes and apply that knowledge to a collection audit. Participants will also receive immediate access to the *Diverse Collections Self-Guided Curriculum*, a series of webinars from Library Journal and School Library Journal contributors and rich, supporting materials in the form of readings, activities, and videos to explore at their own pace. Live online sessions will take place on Tuesdays, October 19, October 26, and November 2. Registration is based on total registrants as outlined below. Full registration cost is \$289. **To register for this session through the MHLS group rate, contact MHLS Library Sustainability Coordinator, Casey Conlin by email before October 12<sup>th</sup>.** Include the name, email address, title, and library of the person or people wishing to register in the email.

# Of Registrants	Discount Rate	Per Registrant Discounted Price
------------------	---------------	---------------------------------



<b>3 to 4</b>	<b>15%</b>	<b>\$208.25</b>
<b>5 to 10</b>	<b>20%</b>	<b>\$196.00</b>
<b>11 to 20</b>	<b>25%</b>	<b>\$183.75</b>
<b>21 +</b>	<b>35%</b>	<b>\$159.25</b>

e. 2021 MHLS Friends Group Online Meetup

Thursday, October 7<sup>th</sup> | 3:00-4:30pm | [REGISTER](#)

Join MHLS staff and fellow member library Friends Groups for a discussion on fundraising and membership in the pandemic and beyond. 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, and Casey Conlin, MHLS Library Sustainability Coordinator.

- f. The Next Great Read: Readers’ Advisory on a Dime (hosted by the Central Library/Collection Development Advisory Committee) | Wednesday, November 17 | 10:00-11:30am | [REGISTER](#)  
 Readers’ Advisory (RA) is a fundamental library service to connect readers with new titles they may not have otherwise known about. This event is design by the Central Library/Collection Development Advisory Committee of the Mid-Hudson Library System to ensure member libraires have the skills and resources to provide quality RA services and maximize collections that we already have.

**5. Consulting & Development**

- a. Open Meetings Law Adjustments ([§50001/A40001](#)): This new bill allows for COVID-19 era adjustments to the Open Meetings Law **until January 15, 2022**. This bill does not mandate online meetings as the previous Executive Orders did, but allows for the flexibility to have the options to hold meetings online or for remote participation by trustees: “...shall be authorized to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.”
- b. American Rescue Plan Act (ARPA)
- i. The New York State Library is currently developing plans to distribute funds available through ARPA with the goals of helping communities respond directly and immediately to the pandemic, as well as to related economic and community needs through equitable approaches. In this program, funds will pass through the nine Reference and Research Library Resources Systems to implement three priority programs in their regions , including Digital Inclusion (with PLS) (\$4 million); Library/Museum Partnerships (\$964,315); SLS Digital Resources (\$550,000). Guidelines from NYSL for the award program are expected in September, and MHLS is working with the Southeastern New York Library Resources Council and the Ramapo Catskill Library System to

ensure this funding can be translated into meaningful library services.

c. Prevailing Wage (as per 7.20.2021 posting to the MHLS-Notices List)

- i. It was previously understood and agreed upon was that public libraries may only to enter into contracts which required vendors to pay prevailing wages for public works projects (Article 8) and/or maintenance done at the library (Article 9) and that association libraries were not required to pay prevailing wage in either instance. Two recent events have taken place which have confused conventional understanding on this issue and could potentially have implications for member libraries.
  1. A court has recently ruled (in Matter of Executive Cleaning Servs. Corp. v New York State Dept. of Labor) that school district public libraries are “not a public agency within the meaning of Labor Law 230(3)” and therefore not required to enter into contracts requiring prevailing wages. There is a possibility of an appeal in this case and therefore much confusion about how this might impact public libraries outside of the region where it was decided, and there is some expectation that the State may clarify the issue legislatively, but we wanted you to be aware of it. Public libraries will want to seek the advice of legal counsel on how to address this issue before changing any existing contracts with vendors or entering into new contracts that would otherwise require a vendor to pay prevailing wages.
  2. As part of last year’s State budget process, a new law, which goes into effect on January 1, 2022, extended prevailing wages requirements to projects that previously were considered “private” (i.e. association libraries). This is only in cases where total project costs exceed \$5,000,000 and where the project receives 30% or more of its total construction project costs from public funds. Association libraries who are considering a very large renovation/construction project may want to ask legal counsel what, if any, impact this new law may have on them. We understand there are several exemptions to this new law so the impact may vary.

d. The Great Give Back - Saturday, October 16<sup>th</sup>

- i. MHLS member libraries are invited to participate in the statewide 2020 Great Give Back to connect patrons with meaningful service-oriented experiences and highlight the evolving roles libraries play in supporting their communities on October 16<sup>th</sup>. GGB resources and info are available at <https://midhudson.org/great-give-back-resources/> and MHLS will be hosting [The 2021 Great Give Back Program Promotion Idea Exchange](#) on September 9.
- ii. Libraries that plan to participate in the 2021 GGB should [complete this form](#).
- iii. The 2021 Great Give Back Program Promotion Idea Exchange  
Thursday, September 9<sup>th</sup> | 2:00-3:30pm | [REGISTER](#)

This event is for the programming and outreach staff at MHLS member libraries that are hosting The Great Give Back events on October 16, 2021. Whether you have settled on your library’s 2021 The Great Give Back event or you’re still developing it, it’s time to start thinking about how you will promote it throughout the community including and beyond your library’s social media and bulletin boards.

e. Solar Group Purchase with Metro IAF and CPA



- i. The Mid-Hudson Library System has partnered with Metro Industrial Areas Foundation (Metro IAF) and the Community Purchasing Alliance (CPA) to provide community institutions including MHLS member libraries with affordable options for installing solar panels and generating solar power at their library buildings. This group purchasing program will save participating libraries money on their utility bills while generating clean energy to operate the library. Metro and CPA provide libraries with expertise in the area of solar equipment procurement and installation along with bargaining options that allow libraries to realize savings and incentives not normally available to non-profit and public organizations. For more information, check out the [Metro IAF Anchor Institutions Solar Program webinar recording](#). The [slides from the presentation](#) are also available. Libraries interested in participating in the solar group purchasing program should reach out to MHLS Library Sustainability Coordinator, [Casey Conlin](#). Solar-generating capability will be evaluated for libraries interested in participating, and libraries with suitable facilities will be asked to submit electric bills at a later date.
  
- f. Turning Outward Cohort Program
  - i. The Mid-Hudson Library System (MHLS) will be supporting a cohort program for member libraries working to gather authentic input from their neighbors to build long-range plans that will resonate with library stakeholders and the people in the community. In this program, libraries will learn about the Turning Outward mindset and how to apply this thinking to work and decisions made in the library to better understand the community and change processes and thinking to make activities more community focused. As they move through the program, participating libraries will receive support from MHLS and fellow cohort members to engage in community conversations to help people define their aspirations for the place they live, and create long-range plans that position the library to help create the kind of change people want to see in their village, town, or city. This cohort program will be offered as an online workshop experience for cohort members. Libraries that wish to update their long-range plans and libraries that require a long-range plan that includes input from the community as called for in the New Minimum Public Library Standards may be interested in this program.

**2022 MHLS Turning Outward Cohort Program Introductory Webinar**

Thursday, December 9<sup>th</sup> | 10:00-11:30 AM | [REGISTER](#)

Libraries interested in participating in the 2022 MHLS Turning Outward Cohort Program are invited to join the introductory webinar, which will outline the value of “turning outward”, through community conversations, to seek public knowledge about community aspirations to better guide the future design of library services, programs, partnerships, and resource allocation. This webinar will also provide a brief overview of the program schedule and expectations for 2022.

- g. Hudson Valley Climate Solutions Week
  - i. Sustainable Hudson Valley (SHV) invites MHLS member libraries to become a partner in [Hudson Valley Climate Solutions](#) Week, October 17-24. This grassroots event is designed as a concerted educational outreach initiative to engage the Hudson Valley residents in learning about and engaging in climate solutions. Libraries interested in participating should complete the [Climate](#)

[Solutions Week Event Application Form](#). For climate solution programming ideas and speakers, libraries can contact Library Sustainability Coordinator, Casey Conlin.

h. Sustainable Library Certification Program Cohort for 2022

**Intro to the Sustainable Library Certification Program**

Tuesday, September 28<sup>th</sup> | 2:00-3:30pm | [REGISTER](#)

This webinar will present an introduction to the Sustainable Libraries Certification program, an award-winning project developed to guide library leaders through a step-by-step process to embed sustainable thinking into every level of their organization. An overview of the 12 categories of action items that comprise this rigorous, reflective, and most importantly, entirely achievable certification process will show how this program is organized and how libraries of every size and scale can customize their own path to certification. Examples drawn from recent certification recipients will highlight the ways that the certification program has benefited library staff, strengthened relationships with other community organizations, and helped libraries be recognized for their role in helping their communities to thrive. This webinar will be presented by Annemarie Gordon, Sustainability Coordinator for the Sustainable Libraries Initiative and the Suffolk Cooperative Library System.

**Sustainable Library Certification Program Meetup**

Tuesday, October 26<sup>th</sup> | 2:00-3:30pm | [REGISTER](#)

Libraries participating in the [Sustainable Library Certification Program](#) are invited to share and discuss their ongoing work towards certification and other efforts towards a more sustainable library and community.

i. 414 Vote Libraries Meetup

i. Friday, September 17<sup>th</sup> | 3:00-4:30pm | [REGISTER](#)

At this meetup we'll check in with library teams going for a 414 vote this year, share best practices and ensure your team is on track to hit all of the required milestones for a successful vote. This is also an opportunity to learn from your peers also working on 414 vote campaigns this year.

j. 2020 Annual Report Data Posted

i. MHLS has compiled member library Annual Report data for 2020 into reports organized by topic and county. These reports have been posted to the [MHLS website](#). Feedback should be directed to Casey Conlin at [cconlin@midhudson.org](mailto:cconlin@midhudson.org).

k. Reminders:

i. Tax cap for 2022

1. Property tax levy growth for libraries with fiscal years that close on December 31 will be capped at [2.30 percent for the 2022 fiscal year](#), according to the Office of the State Comptroller. All libraries that have their own board and their own budget vote – even if you did not hold a vote/don't plan to hold a vote in 2021 for FY2022 – are required to file

the online "[tax cap form](#)" with the Office of the State Comptroller by the end of the year. A primer on the Tax Cap for libraries is available on the [MHLS website](#).

ii. Oath of Office for Public Library Trustees

1. 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 web site.

iii. Sexual Harassment Prevention Training Reminder

1. 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.

iv. National Voter Registration Day

1. Libraries can help activate citizens throughout their communities by participating in National Voter Registration Day on Tuesday, September 28. Learn more at <http://nationalvoterregistrationday.org> and sign up to be a partner. "Partners" organize voter registration efforts on National Voter Registration day and promote voter registration through marketing and communication efforts.

v. New Minimum Standards

1. As a reminder, new minimum standards are in effect as of January 1, 2021.
  - a. If you need a refresher of how they are different check out this [handy chart](#).
  - b. Need help tracking your policy creation and review process? Here's a [handy spreadsheet](#) to help you track everything to create a compliance path for the new standard to review policies at least every five years.
  - c. Looking for inspiration for your annual report to the community? Check out this [handy list of samples](#) from your peers.
  - d. Searching for an evaluation process to help you comply with the "evaluating effectiveness" standard? Check out this [handy, and free, tool from the Public Library Association](#).

**6. Cooperative Collection Development & Digital Collection Access**

- a. Reciprocal Lending Agreement: There is no change in OverDrive's stance – in order to facilitate that MHLS member libraries would need to guarantee they would purchase at least as much as they did in 2019 moving forward. Since MHLS cannot guarantee that, as we do not control your spending, this option is not viable unless all member libraries agree.

**7. Awareness & Advocacy Services**

- a. Build America's Library Act (BALA) Update: This Act is still alive with an outside chance of being included in the Budget Reconciliation Bill. Take action: <https://www.ala.org/advocacy/buildlibraries>
- b. Save the date: Advocacy Day 2022: Advocacy Day 2022 is scheduled for Wednesday, March 2. It will be very likely be a combination in person and online events.
- c. New Leadership at NYLA
  - i. Long-time NYLA Executive Director Jeremy Johansen has left NYLA to become the new executive director of the Chief Officers of State Library Agencies (COSLA). To date, no interim director has been named.
  - ii. NYLA Executive Board Changes: 2021 NYLA President, Claudia Depkin; Treasurer, Roger Reyes; Immediate Past President, Dr. Jen Cannell; and the Incoming Treasurer, Grace Riario have resigned. Stepping up early will be Arlene LaVerde as President-Elect, Barbara Stripling as Immediate Past- President, and Kelly Harris as Treasurer.

## **8. Interlibrary Loan Services**

- a. Kyra Walker has taken over ILL services in the wake of Tara Stohr's departure. Kyra is at the same extension (224) and also can be reached at [interlibraryloan@midhudson.org](mailto:interlibraryloan@midhudson.org) and [kwalker@midhudson.org](mailto:kwalker@midhudson.org). Kyra and Tara had a 2 week overlap to ensure a smooth transition.

## **9. Construction Program Services**

- a. FY2021-2022
  - i. State Aid for Library Construction award recommendations for FY2020-2021 will be announced after the MHLS Board of Trustees meeting on September 14.
- b. FY2020-2021
  - i. The Division of Library Development has submitted FY2020-2021 construction aid projects to the Dormitory Authority of the State of New York for review. Announcements of 2020-2021 grants are expected soon.

## **10. Communications Among Member Libraries**

- a. Please review the posting policies for the MHLS listservs that you subscribe to: <https://midhudson.org/ecommunications/>

## **11. Special Populations**

- a. The Division of Library Development reports requirements for the Adult and Family Literacy programs may change if legislation (S.6511/A7021) is signed into law by the Governor. These programs will be implemented or reconfigured based on guidance from DLD.
- b. MHLS Outreach Mini-Grants
  - i. 2021 Outreach Mini-Grants have been awarded to 26 member libraries. Funds awarded through this program must be spent and [Grant Closing Reports](#) must be completed by member libraries by December 1, 2021. More info for participating libraries is available on the [Outreach Mini-grant page](#).
- c. Summer Reading Report

- i. The Division of Library Development recently released the questions for the 2021 Summer Reading Program Final Report. **The online report form is now open for all member libraries to enter statistics from their 2021 Summer Reading Program.** Links to the online report form and a PDF of the questions are available at <https://midhudson.org/summer-reading-program/>.  
[Report Questions](#) (PDF)  
[Online Report Form](#)  
 Report Deadline: Friday, September 17<sup>th</sup>
- ii. Please share this information with your Summer Reading Program Coordinators.

If your library did not hold a Summer Reading Program this year you will still need to fill out the first portion of the report. One report per library. If you have a branch library all information for both buildings should be included in a single report. If you have any questions please do not hesitate to contact MHLS Library Sustainability staff members Kerstin Cruger, [kcruger@midhudson.org](mailto:kcruger@midhudson.org) or Casey Conlin, [cconlin@midhudson.org](mailto:cconlin@midhudson.org)

d. Magazine Donations for Correctional Facilities

- i. To allow member libraries to continue to support correctional facility libraries by donating discarded magazines, a temporary allowance is being made for the transportation of discarded magazines to MHLS via MHLS delivery. Member libraries can support correctional facility services and collections by donating discarded magazines for use in correction facility libraries. These donations were formerly accepted only by in-person delivery to MHLS facilities, but the pandemic and the suspension of in-person MHLS meetings and trainings means most libraries can't transport these magazines to the MHLS facility.
- ii. Discarded magazines in good condition are welcome according to the guidelines below.
  1. Only discarded magazines will be acceptable for delivery. No other discarded media or formats have been approved for transportation through delivery.
  2. This is a temporary solution due to the lack of in-person meetings caused by the pandemic, and this will run through December 31<sup>st</sup>, 2021 at which point magazines will not be permitted to go through MHLS delivery.
  3. Discarded magazines being donated to correctional facilities should be bundled together and addressed to MHLS ILL.
  4. Discarded magazine bundles should be no more than 10 inches thick.
  5. Discarded magazine bundles may not be placed into Monday or Tuesday pickups due to high volume on these days.
  6. Libraries may not send more than one discarded magazine bundle per week.

## 12. Cooperative Efforts with Other Library Systems

- a. The Suffolk Cooperative Library System is now the fiscal sponsor of the [Sustainable Libraires Initiative](#), the home of the Sustainable Library Certification Program. Rebekkah serves on the advisory board for this initiative and Casey serves as a mentor to MHLS libraries enrolled in the program.
- b. We recently partnered with the Suffolk Cooperative Library System to bring you the [Justice, Equity, Diversity, and Inclusion \(JEDI\) training videos](#).

- c. We are partnering with the executive directors of the Pioneer and Southern Tier Library Systems on the [Trustee Handbook Book Club](#) program.

### 13. Administrative

#### a. MHLS Welcomes Three New Staff Members:

- i. Technology Operations Team:

- 1. **Kathryn Brew, Technology Operations Support Specialist**

- Kathryn is stepping into a new position we've created on the Tech Ops team that will provide much needed support to teammates who work in Sierra, Cataloging and IT. Kathryn holds both a Master of Library and Information Studies degree and a Master of Archival Studies degree from the University of British Columbia where her most recent work experience also is as a Metadata and Quality Control Assistant and a Library and Archives Assistant in their Museum of Anthropology. Kathryn got her start as a circulation clerk right here in MHLS at the Howland Public Library in Beacon.

- 2. **Kyra Walker, Cataloging/ILL Specialist**

- Kyra is stepping into the ILL & Cataloging Specialist Position. Kyra is pursuing her Master in Library and Information Science degree with the University of Southern Mississippi and most recently has been working at both the Poughkeepsie Public Library District and Marist College providing frontline library service to patrons. Kyra also has a background that includes working for the Clinton Community Library, the Eastern Correctional Facility Library, and Hudson Archival in Port Ewen.

- ii. Library Sustainability Team:

- 1. **Alexa Stroh, Library Sustainability Associate**

- Alexa will be working with Casey and Kerstin on the Library Sustainability Team. She will be taking on many of the duties and responsibilities Kerstin has traditionally led on in our organization. As you may recall, Kerstin has been promoted to a new position in our organization, the Outreach & EDI Specialist. Alexa lives in Beacon and comes to us most recently from working at the Rhinebeck Savings Bank here in Poughkeepsie where she was recognized as a "Universal Banker Leader," serving as a mentor for other employees at the bank. Alexa is currently working on her Bachelor's Degree in English Language in Literature at Southern New Hampshire University.

- b. Movie Licensing Group-Buy with Swank Movie Licensing USA

- i. Libraries participating in the MHLS Movie Licensing group-discount program will be invoiced for their licensing fees in September. Licenses cover libraries for film and media screening from 9/16/2021 to 9/15/2022. See [Swank's website](#) for a full list of licensed media.

- c. **2021 MHLS Annual Membership Meeting:** Due to the continued challenges with the spread of COVID-19 in our region the MHLS Annual Membership Meeting will be held primarily online. The details of how this will play out are dependent on the new legislation passed on September 1 which the Governor has not yet signed into office.

- i. Please Save the Date: **Friday, October 22**

- ii. Business Meeting: At the business meeting we will not only have reports from the board president, treasurer, and executive director but also two minor Bylaw amendments for MHLS and the election of three new trustees from Greene, Putnam and Ulster counties.



- iii. Keynote Speaker: Patty Wong, first Asian-American President of the American Library Association
  
- d. The MHLS Board has made working on issues related to Equity, Diversity and Inclusion a strategic priority for this year. Most recently they have approved two items for our organization that may be of interest to member libraires:
  - i. [Equity, Diversity, and Inclusion \(EDI\) Policy](#)
  - ii. [Policy Analysis Framework](#)