

Executive Committee

October 2, 2023

1. Roll Call

- ✓ Barry Ramage, President (D)
- ✓ Rajene Hardeman, Vice President (D)
- ✓ Stuart Auchincloss, Secretary (U)
- ✓ Richard Swierat, Treasurer (C)
- ✓ Jill Leinung, Member-at-Large (C)
- ✓ Rebekkah Smith Aldrich (Staff Liaison)

2. The Executive Committee met to review the draft Memo of Understanding created by MHLS staff and the MHLS Directors Association.

- a. The current [Document of Understanding](#) is over 20 years old and out-of-date in relation to our current practices and Innovative Interfaces Inc. (III) contract. The [Automation Agreement](#) is overdue for a review as well. To this end, a merged draft of a Memo of Understanding (MOU) has been drafted. This work began with a first draft being created by the leadership of System Services Advisory Committee (SSAC) (Michele Capozzella, Chair of the DA/Director of the Mahopac Library & Thea Schoep, Chair of the SSAC/Director of the Claverack Library) and MHLS Staff (Rebekkah & Laurie) to consolidate these two documents and update them to ensure that it reflects current practice, shared understanding, and our current ILS Contract. A second draft was created with input from the full SSAC. This second draft was presented to the DA membership in November 2022. County groups then provided feedback. A third draft was generated from input from all directors and presented at the April 2023 DA meeting. Country groups then provided additional feedback. This fourth draft has been presented in September to both the county groups and the MHLS Executive Committee. This fourth draft incorporates input received at the June DA meeting and subsequent county meetings as well as from two Dutchess directors who took a deep dive on the document and provided feedback.
- b. The basis of the draft is not a major departure from the original two documents, it simply merges them; removes out-of-date language and concepts; and clarifies issues that have become questioned in the past few years.

- c. The Committee and Executive Director discussed the importance of helping member library boards understand the background of this document to encourage them to sign it.
 - d. Secretary Stuart Auchincloss moved, and President Barry Ramage seconded, a motion to endorse this draft moving forward through the System Services Advisory Committee as well as indicating support for this version to our board should the Directors Association approve it before our next Board meeting. The motion passed unanimously.
3. The Committee discussed the recent Active Shooter training conducted by the City of Poughkeepsie Police Department for the MHLS Staff.
4. Treasurer Richard Swierat moved, and Vice President Rajene Hardeman seconded, a motion to approve the Executive Director to apply for the Building Decarbonization Grant from the Partners for Climate Action Hudson Valley. The motion passed unanimously.