

# What exactly does MHLS do?

Mid-Hudson Library System Board of Trustees  
Orientation Program  
March 30, 2019

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# History | Mid-Hudson Library System

**Mission Statement** | Mid-Hudson Library System acts to insure the public's rights to free access, facilitate economical resource sharing, and promote professional library services while working in partnerships with the independent public and free association libraries in the designated service region.

## Created in 1959

Chartered by the State of NY, MHLS is a Cooperative Library System: an association created by agreement of boards of chartered member libraries (which retain their autonomy) to provide resource sharing and improve level of library service.

## In the 1960's

- Regional public libraries continued to join MHLS
- Began collecting holdings of members
- Developed programs to assist libraries in improving their collections

## In the 1970's

- Began Interlibrary Loan to facilitate regional sharing of materials
- Offered material support to libraries through lease of popular books, special project grants to help libraries strengthen their collections, and cataloging and processing support
- Built centralized filmstrip, art prints and 16mm film collections
- Began consultation on collection development, weeding, and programming

## In the 1980's

- Began OCLC to facilitate national access to materials
- Began Outreach services such as Literacy, Job information
- Built centralized VHS collections
- Introduced microcomputers to libraries
- Increased professional development and continuing education offerings for library staff

## **In the 1990's**

- Began implementing automated circulation system
- Introduced Internet to libraries

## **In the 2000's**

- Insured all libraries were part of the shared automated circulation system
- Encouraged libraries to bring their budgets to a public vote
- Assisted libraries in construction planning

## **Currently**

- Action Plans<sup>1</sup> have been developed for each of the MHLS Plan of Service Elements, which include naming key new activities and listing the year(s) of each activity's implementation.

## **Plan of Service | Mid-Hudson Library System**

<http://midhudson.org/about-mhls/mhls-plan-of-service/>

### **5-year Public Library System Plan of Service is required by the State**

- It is a planning document which identifies, organizes, and provides an overview of the library system's service program including intended changes in services or priorities.
- It emphasizes what the library system proposes to accomplish and whom the library system serves.
- It demonstrates how the library system anticipates it will fulfill the major roles expected of library systems.

### **Purpose of the Plan**

- Articulate the basic agreement between the State and the governing board of the system, which makes possible the payment of state aid to the system.
- Enumerate the mutual commitments, responsibilities and obligations of the system and its members.
- Share the system's mission, goals, intended results and evaluation methods with its members.

- Determine how the system meets the service needs of its community, region, and the State.

**Annual Reporting of Library System Accomplishments:** Using the goals stated in the Plan of Service, MHLS is required to submit summary progress reports of the annual results of each element to the New York State Library Division of Library Development.

**2017-2021 MHLS Plan of Service Elements:** The elements are pre-determined by the state.

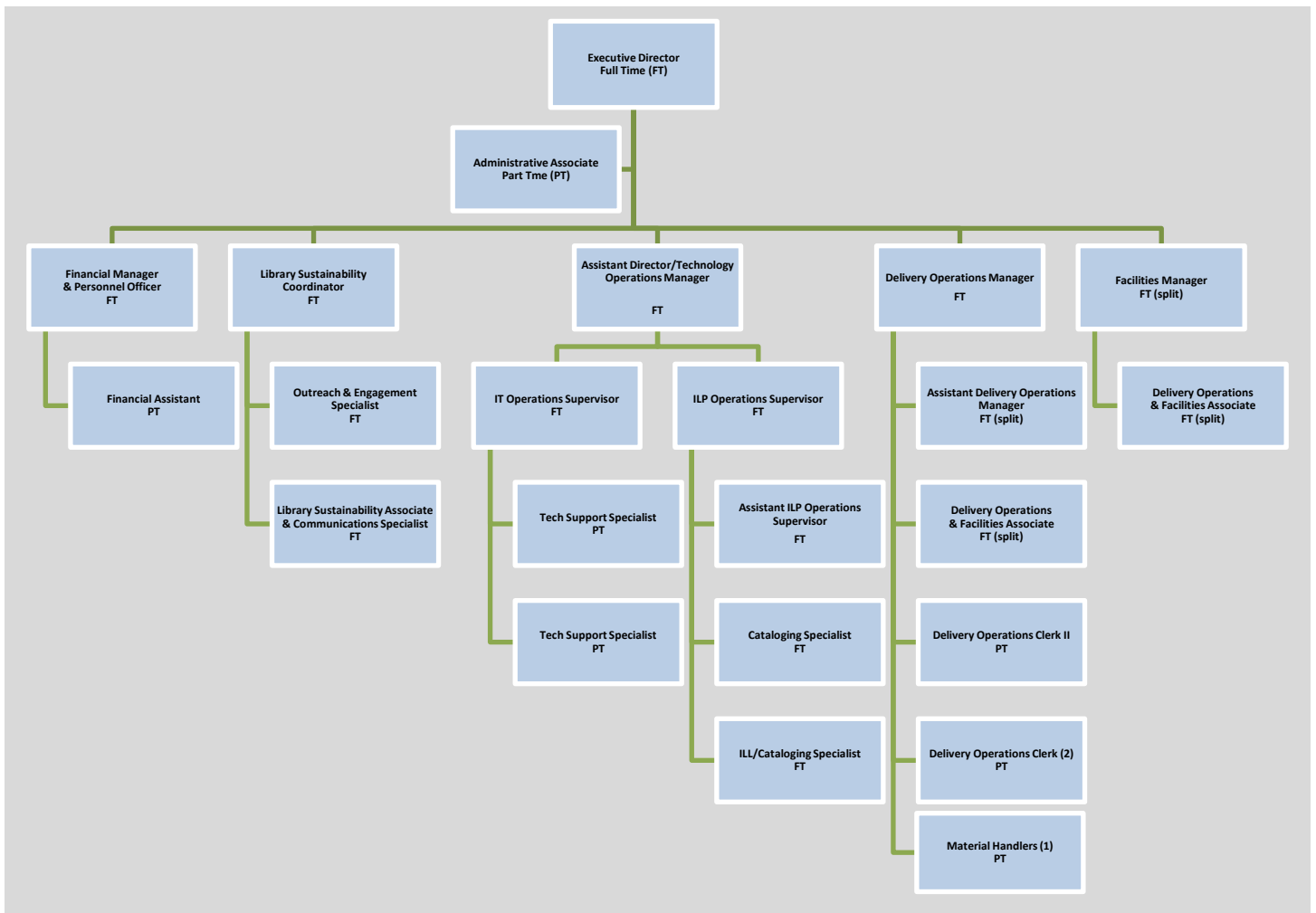
- **Resource Sharing:** Cooperative Collection Development; Integrated Library System (Sierra); Delivery; Interlibrary Loan; Digital Collection Access<sup>ii</sup>
- **Special Client Groups:** Adult Literacy; Coordinated Outreach; Correctional Facilities (State & Local Jails); Youth Services; Early Literacy<sup>iii</sup>
- **Professional Development and Training**
- **Consulting and Development Services**
- **Coordinated IT Services**
- **Awareness and Advocacy**
- **Communication Among Member Libraries**
- **Cooperative Efforts with Other Library Systems**
- **Construction**
- **Central Library Plan**
- **Direct Access Plan**

**How the 2017-2021 MHLS Plan of Service Was Developed:**

- Comprehensive assessments of the 16 Service Elements were provided by MHLS through the Moving Forward process  
<http://midhudson.org/topics/statistics-research/moving-forward>.<sup>iv</sup>
- Based on the service assessments, stakeholders completed a prioritized ranking of Service Elements<sup>v</sup>.
- Member needs were assessed through 15 sessions with stakeholders<sup>vi</sup> held June-September 2016<sup>vii</sup>. The sessions resulted in reviews, comments, and edits of four drafts of the Plan of Service with the final draft approved by the DA<sup>viii</sup> and the MHLS Board of Trustees<sup>ix</sup>.

# MHLS Staff Roles & Duties | Mid-Hudson Library System

MHLS Staff Time per Service Report: <http://midhudson.org/wp-content/uploads/2015/03/Assessment-Reports-on-Services-Compiled-MHLS-Staff-Report.pdf>



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<sup>i</sup> This process grouped services based on priorities/service centers (*Phase I: Delivery; Integrated Library System; Cataloging; Coordinated [IT]. Phase II: Professional Development/Continuing Education; Consulting/Development; Awareness/Advocacy; Construction; Communication Among Member Libraries. Phase III - Cooperative Collection Development; Digital Collection Access; Interlibrary Loan; Cooperative Efforts with Other Library Systems. Phase IV: Coordinated Outreach; Youth Services; Adult Literacy; Early Literacy; Correctional Facilities*). The process developed, reported, reviewed, and adopted Action Plans based on a 3 month cycle for each phase (*First Month – MHLS Staff Develop Discussion Draft of Action Plans per Phase; Second Month – Focus Groups for Stakeholders [i.e., MHLS Trustees, Library Directors, MHLS Staff] Review Actions Plans per Phase; Third Month – Action Plans Finalized and Presented to MHLS Board & Directors Association per Phase*). The process timeline covered the period of October 2016-September 2017 (*Phase I – Oct-Dec 2016; Phase II – Jan-March 2017; Phase III – April-June 2017; Phase IV – July-Sept 2017*).

<sup>ii</sup> New element for 2017-21

<sup>iii</sup> Ibid

<sup>iv</sup> This process included review and agreement by the MHLS Directors Association, the MHLS Board of Trustees, and MHLS staff on all service reporting data, costs, and benefits. Every input and output of the service assessment process was reviewed, discussed, and approved by the Directors Association and the MHLS Board of Trustees during 2015-2016.

<sup>v</sup> April 2016

<sup>vi</sup> MHLS Trustees, Library Directors, MHLS Staff

<sup>vii</sup> These sessions included 4 focus groups for library directors, 3 Directors Associations meetings, a meeting of the Dutchess County library directors, and 3 MHLS Board of Trustees meetings.

<sup>viii</sup> September 7, 2016

<sup>ix</sup> September 14, 2016