

# MHLS Directors Association | Meeting Minutes

February 28, 2024 | Via Zoom

Columbia County			Dutchess County			Greene County			Putnam County			Ulster County		
X	Chatham	Merk	X	Amenia	Herow		Athens	Giarruto		Brewster	Loprinzo	X	Esopus	Chance
X	Claverack	Schoep		Beacon	Murphy		Cairo	Tatavitto	X	Carmel	Perolli		Highland	Dempsey
	Germantown	Place		Beekman	Fortier		Catskill	Leary	X	Cold Spring	Reinhardt	X	Hurley	Priest
X	Hillsdale	Gaskell	X	Clinton	Bancroft	X	Coxsackie	Benson		Garrison	Farabaugh	X	Kingston	Menard
X	Hudson	Chameides		Dover	Smith		Greenville	Flach		Kent	Donick	X	Marlboro	Jennerich
X	Kinderhook	Pavloff		East Fishkill	Salierno	X	Haines Falls	Elmo-Emel	X	Mahopac	Capozzella		Milton	Diorio [Interim]
X	Livingston	Holik	X	Fishkill	Spann		Hunter	Johnson	X	Patterson	Harrison		New Paltz	Cook [Interim]
X	New Lebanon	Hoffman	X	Hyde Park	Palmer		Windham	Begley	X	Putnam Valley	Chaudhri	X	Olive	McHugh
	North Chatham	Wills	X	LaGrange	De Bellis							X	Phoenicia	Potter
X	Philmont	Farley	X	Millbrook	Tsahal								Pine Hill	Vella
	Valatie	Johnson (interim)	X	NorthEast-Millerton	Leo-Jameson							X	Plattekill	Lansperly
			X	Pawling	Fisher							X	Rosendale	Scott-Childress
				Pine Plains	Tackett							X	Saugerties	Russell
			X	Pleasant Valley	Pulice								Stone Ridge	Ford
			X	Poughkeepsie	Lawrence							X	Ulster	Chenier [Interim]
			X	Red Hook	Geller							X	West Hurley	Keene
			X	Rhinebeck	Savolaine							X	Woodstock	Gocker
			X	Rhinecliff	Bartlett									
			X	Staatsburg	Rothman									
			X	Stanford	Cerul							MHLS Staff		
			X	Tivoli	DelPriore							X	Rebekkah Smith Aldrich	
			X	Wappingers	Campbell							X	Laurie Shedrick	
												X	Laura Crisci	

Meeting Called to Order by Chair Mary DeBellis at 10:00 am.

## B. Action Items

1. **Approval of Minutes: November 2023:** Approved as distributed by unanimous consent.
2. **Approval of DA Bylaw Revisions:** Thea motioned; Julie seconded, motion passed.
3. **Rename the Discover Facet "Concept" to be Concepts/Subject/Themes:** Jesse motioned; Carol B. seconded, motion passed.

## C. New/Proposed Business & Information - NONE

## D. Reports

### 1. Advisory Committee Reports

#### a. System Services Advisory Committee (met 1/24/24):

- Approved the Memo of Understanding Action Memo
- Discussed the DA Bylaw amendments
- Valley Courier Contract has been extended and a higher fuel surcharge is in effect

#### b. Resource Sharing Advisory Committee (met 1/11/24):

- Discover issues communicated to Laurie who will pass them on.
- Changing the default to fine free.
- Removing the LCCN from the bibliographic entry tablet – completed.

#### c. Central Library/Collection Development Advisory Committee (met 2/15/24):

- Reviewed cash funding/cash flow considerations related to the timing of the state funding.
- Request from MHLS to further subsidize delivery.
- Database renewals – Universal Class cost has doubled and will no longer be discoverable thorough the Libby app. County groups are asked to discuss if this should be renewed or not in time for the next committee discussion.
- Syndetics Unbound is bundled into Vega so it will not be renewed for Encore.
- County feedback for training opportunities is encouraged.

#### d. Ad Hoc OverDrive Committee (met 12/11/23):

- Reviewed the Overdrive spending reports.
- Request to reissue reports to libraries who are not closing the spending gaps with dollar amounts attached.
- CPC titles may be purchased by those libraries without a shared copy in the system, as long as they are spending in equal proportion to their percentage circulation.

### 2. MHLS

#### a. MHLS Report to Member Library Directors

##### **Rebekkah Smith Aldrich**

- Renegotiated an 18-month contract with Valley Courier to align the contract schedule with the budget planning schedule.
- Performing analyses of evaluations of volumes by stops. If there will be changes in delivery, the libraries affected will be contacted.
- Trustee Handbook Book Club dates are on the calendar, MHLS working with each county group to book in person trustee events, new trustee on demand e-course added to the training-on-demand platform.

- It is best for trustees to access the training-on-demand platform so they can easily receive a certificate. MHLS will not certify outside trainings taken through YouTube or other platforms.
- The State Library has changed which policies they require under the minimum standards.
- Libraries are encouraged to adopt a Trustee Education Policy as an enforcement mechanism for Education Law 260-d requiring two hours of trustee education annually.
- Thank you to everyone advocating for State funding. All of Mid-Hudson's representatives have promised to sign on to NYLA's budget priorities. Keep advocating with representatives to let them know how critical the funding is for system infrastructure.
- All Directors and Board Presidents will need to sign the Memo of Understanding by April 30.

#### **Laurie Shedrick**

- Pilot Discover launched on December 6, 2023 making it the catalog of choice. Feedback form was reset and all of the feedback from all sources has been compiled into a Powerpoint presentation for Innovative which was delivered on January 25 in preparation for a February meeting. Laurie reiterated that these points were critical to service.
- Innovative discussed places where they have resolved issues to show their successes.
- Innovative shared the January statistical information, which we do not yet have access to.
- Met with the CEO of Innovative to discuss communication and the next contract.
- Gmail and Yahoo both announced that they were going to put in place new restrictions for any aggregate emailer who serves more than 5,000 emails a day and the deadline to be compliant was February 1. Gerry took this information to Innovative and informed them that the email notification for patrons in Sierra is going to fall into this area of restrictions. We do get into that that high capacity of emails that go out from the Sierra server every day so we have to be really careful that we're not being flagged by Gmail or Yahoo. Patrons should work with their email providers to not mark these notices as spam.
- Nina has created a comprehensive Overdrive Marketplace training-on-demand.
- A training on the Dewey Decimal classification system has also been added to training-on-demand.
- A Teen Collection has been created in Overdrive.
- Envisionware is only compatible with the Professional version of Windows, not the Home versions.
- Be careful when purchasing computers from Amazon that they are selling you up-to-date hardware and components.

#### **Laura Crisci**

- Rethinking Summer Reading program on April 25 will serve as a kickoff event for a Summer Reading Program Cohort.
- Banned Book Symposium at Dutchess BOCES on May 4. Cost of \$25.00 per person.
- Evaluating Our Impact Summer Reading Cohort spans April 2024 to September 2025. There is a limit of 10 libraries and the application deadline is March 22.
- Construction needs update action memo will be coming out in April.
- Early Literacy Cohort for library staff working with young families with children from birth to 5 years. Five sessions in April, May, June and October.

b. Board Liaison Report

Carol Fortier from Beekman attended the MHLS Board Meeting. Rebekkah spoke on her behalf as Carol was not in attendance. The meeting consisted of a lot of procedural items. Carol spoke to the Board on the Path to Membership.

There being no further business, motion to adjourn at 11:24 am was made by Thea, seconded by Jesse and passed unanimously - Respectfully submitted by Michele Capozzella, Secretary

Next: DA Business Meeting: April 17, 2024 @ 10am (MHLS Auditorium)

DRAFT