



## SERVICES COMMITTEE

February 21, 2007

**PRESENT:** Brian Hartson, Lou Anne Lundgren, Robert Jaquay,

**EXCUSED:** Erin Apostol, Lois Prenovost

**UHLS STAFF:** Philip Ritter, Heidi Fuge

### I. PROGRAM OF THE YEAR AWARD

Discussion regarding the wording for the Award criteria. R. Jaquay reminded the Committee that last year there was concern regarding the definition of a program versus a new service. He suggested that a program should last for a specific period of time and not be an ongoing library service.

Consensus that the following statement should be added under the Eligibility Requirements: "Program should have taken place during a specific period of time in the 2006 year and not be an ongoing library service."

### II. ADVOCATE OF THE YEAR AWARD

Consensus that the current criteria are acceptable.

### III. VOLUNTEER OF THE YEAR AWARD

Discussion regarding the criteria. Consensus with the following:

#### ELIGIBILITY REQUIREMENTS

- Nominee must have been involved in the member library during the 2006 calendar year.
- Nominee must have made an extraordinary contribution to the ongoing services and programs of the member library.
- Members of Friends organizations are eligible for this award; members of the library Board of Trustees or the Board of a Library Foundation are not eligible for this award.
- The Volunteer of the Year Award may be presented to an individual or to a group.

#### NOMINATION PROCEDURE

- A volunteer may be nominated by the library, by a community member, or by a Trustee. The volunteer being nominated should be described on library letterhead and be accompanied by any supporting materials.
- The nomination must be received at UHLS before **5:00 PM, Monday, March 26, 2007** Attention: Philip Ritter
- UHLS Services Committee will review the nominations and select the

award recipient.

## **ANNOUNCEMENT OF AWARD**

- Award winners will be announced at the May 9<sup>th</sup> UHLS Board Meeting and the awards will be presented at the UHLS Annual Meeting on June 13, 2007.
- Award consists of a framed certificate.

### **IV. CONSTRUCTION GRANT ALLOCATIONS**

P. Ritter reviewed the letter to DLD regarding the allocations for the \$14 million Public Library Construction Grant Program FY 2006-2007. He noted that the letter is for informational purposes only and should not be considered to be a final decision. The suggested allocations will be DLD's recommendations to the Dormitory Authority. The Dormitory Authority will make the final decisions on this funding.

P. Ritter noted that the decisions regarding the smaller construction grant applications will not be known for a while; the \$14 million grant had a closer deadline and so those are the applications that DLD is reviewing now.

### **V. REVISED FIVE-YEAR SYSTEM PLAN OF SERVICE**

P. Ritter presented two handouts, one showing the original Section of the Plan of Service and the other showing the minor revisions requested by the Division of Library Development. Once those revisions are accepted by the Board of Trustees, and re-submitted to DLD, the Plan of Service will be complete.

**MOTION:** R. Jaquay moved to recommend that the Board approve the revisions in Section 4 of the Plan of Service. B. Hartson seconded. Unanimous.

Heidi A. Fuge  
2/23/07