

Director's Association

Upper Hudson Library System

Friday, November 10, 2000 at UHLS

Attending: Jeff Cannell (APLM), Helen King (ALTM), Nancy Pieri (BETH), Bob Jaquay (COLN), Pat Nonamaker (EGRN), Carol Hamblin (GUIL), Carol Gaillard (HOOF), Pat Sahr (NASS), Daryl McCarthy (NGRN), Margie Morris (POES), Judy Feltsen (RCSC), Archa Wachowicz (RVLL), Bobbi Crowther (VAFL), Gail Sacco (VOOR)

Visitors: Phil Ritter (UHLS)

Meeting convened at 9:00 am

Minutes:

Motion (Pieri, King) to approve September 8, 2000 minutes. Carried.

UHLS: P. Ritter

- Still scheduling with libraries/boards for visits. Please call and let him know when it would be a good time, even if it is in the spring.
- RFP for automation system was sent out to 11 companies. Three have been returned with a "not interested" but that could change. DRA and "Triple I" are interested. The closing date for proposals is December 31, 2000.
- Youth Services Consultant – he is disappointed in the response. There have been 4 applicants for the position. Two do not meet minimum requirements. The search committee will meet on November 11th and may decide they need to extend their search.
- UHLS Board approved the 2001 budget. There is very little change from the original budget. One item that was added was money (\$7,000) for GAC (Greater Access Capability) for 4 libraries – BETH, VOOR, COLN, GUIL. This is subsidized by CDLC for all libraries except these 4 who chose to do it on their own. UHLS will be picking up the cost for all libraries this year and have agreed to subsidize a partial amount for these 4 libraries.
- The budget still includes the staff positions that were asked for.
- Sara Dallas confirmed the dates for the LSTA grant for *Numbers Tell the Story*. Both sessions will be at the Quality Inn and are open to staff and trustees. More information will be sent out to libraries.

February 6 & 7: Sandra Nelson, speaker

April 12 & 13: Keith Curry Lance, speaker

- Pat Sahr used this time to express appreciation to UHLS for covering the cost of attending the NYLA Conference at Saratoga last week. Many people had a chance to

attend due to this offer. Phil stated that it is in the 2001 budget also. The conference will be in Albany next year.

UHLS Board: P. Nonamaker

- Jim Carr, new trustee from Guilderland, was sworn in.
- Most other action will be covered by the following committee reports.
- Next meeting is December 13, 2000.

UHLS Finance: P. Nonamaker

- **Discussion of 2001 budget**
- Discussion of 2 new positions (training specialist & technology) and parameters of new tech person's duties. The plan is to have this person make regular visits to member libraries to help assess needs.

UHLS Administration: N. Pieri/P. Nonamaker

- Discussed eliminating Automated Services Committee & Building/Grounds Committee and rolling them into Services & Administration, respectively. Phil will carry information back and forth between committees and board. The Director's Association discussed the ramifications of this change. The Board has not voted it on yet but they will do so at their next meeting.
- The 2001 Annual Meeting will be held at the Sunset Banquet House in North Troy.
- Phil needs to have an evaluation done within the first 6 months of his employment. Trustees may be asking for input from their directors.

Interest Groups: P. Nonamaker

- **AV** – We need to decide what to do with this. The YS consultant used to chair this group but UHLS has no plan to hire an AV consultant. We will need to find someone on the UHLS staff to take this on. Phil stated that he would find someone to do it. There was discussion about the role of the consultant in this interest group. They should not be used for taking minutes and organizing meetings.
- **YS** – meet on November 21st.
- **ILL/CIRC** – They discussed the problem with the Send Item list – if you have the last item in the system and it is missing, check to see if it should be ordered. Also discussion of payment options for lost books. The next meeting is December 6th.
- **REF** – Planned agenda for the upcoming year.
December 14, 2000 – tour of new Science Library at SUNY
February 15, 2001 – Consumer Health Info with Sherry Haluska @ BETH
April 19, 2001 – Panel discuss. Changing reference services & the changing role of ref lib @ APLM
June ?, 2001 – Core reference collection for small libraries

September 20, 2001 – Issues and balanced viewpoints @ UHLS

November 15, 2001 – Travel guides & travel programs @ UHLS

- **WEB** – JAVA script that does email ordering

Services: J. Feltsen

- Draft of Advocate of the year has been approved. There is no money attached to this award which will be presented at the Annual Meeting.
- Trustee training – neighboring systems are discussing how to offer training to trustees as a consortium. SALS & MVLA are interested. Will apply for a LSTA grant. The training (package program) will be brought to the libraries. It may be that 2 or 3 neighboring libraries will train together.
- Issues of funding and staffing for online databases
- Reviewed new ILL code – there was discussion of some issues to be resolved
- Draft brochure of UHLS services – was given to everyone in attendance and will be sent to directors that were not here – send comments to Phil by November 21st.

Automated Services Committee: N. Pieri

- This committee will no longer have a UHLS trustee as chair and will no longer be a standing committee of the board.
- We had a brief discussion of Gates Grant cost comparisons.

Central Library: J. Cannell

- Budget is the same as last year with the same offerings.
- They will be spending \$66,000 for database licenses for member libraries. To include BIP Online, World Book, Reference USA, EBSCO Host (not Searchasaurus).
- UHLS & Central Library will each put in \$15,000 for additional databases
- Albany has lost 3/5 of its children's staff.

Nuts & Bolts:

EAST GREENBUSH

- Annual meeting with Town of Schodack to discuss funding. Funds were reinstated at a little bit more than last year. There is ongoing discussion regarding library service between East Greenbush/Castleton/Schodack

HOOSICK FALLS

- They received a \$100,000 from the estate of a gentleman that passed away recently.

GUILDERLAND

- Capital District Civil War Roundtable presented them with a check for \$600.

Old Business:

- Director's Association Conference – well attended but a poor response rate for evaluation. Nancy Pieri recommended people try to attend the PLS Spring Conference on Friday, June 1, 2001 in Binghamton.

New Business:

- NYLA conference will be in Albany next year. Jeff is conference chairperson and is looking for assistance.
- RAAC Committee is looking for representation from libraries. Speak to Bob regarding this.

Motion (King, Cannell) Meeting adjourned 10:55 am. **Next meeting December 1, 2000 @ UHLS.**