

Director's Association

Upper Hudson Library System

Friday, June 1, 2001 At UHLS

Attending: Jeff Cannell (APLM); Helen King (ALTM); Carol Trager (BRUN); Deborah Canzano (COHS); Bob Jaquay (COLN); Pat Nonamaker (EGRN); Carol Hamblin (GUIL); Carol Gaillard (HOOF); Lenny Zapala (MEND); Pat Sahr (NASS); Sharon Hodges (PTRB); Margie Morris (POES); Rebecca Lubin (RVLL); Barbara Kubli (STEP); Phil Ritter (UHLS); Bobbi Crowther (VAFL)

Meeting convened at 9:05 am.

Minutes:

Motion (Hamblin, Cannell) to approve May 4, 2001 minutes. Carried.

UHLS: Phil Ritter

- ILL Request Form – memo and copy of new ILL form was distributed for review.

Motion (King, Gaillard) Move to accept ILL form. Carried.

- Satisfaction Survey – draft was handed out at last DA meeting. No one called Phil with changes.

Motion (Cannell, Zapala) Accept satisfaction survey form as proposed, to be implemented in the fall. UHLS is not limited to this form in the future. Carried.

- Survey of salary benefits – send suggestions for changes to Phil – plan is to have it ready for distribution in September
- CIPA/Erate Issues – Invitation being offered from SALS & MVLA to UHLS libraries to attend presentation at Colonie Library 9:00am –12:00.
*Karen Schneider – website has slides and information. Libraries should have Internet policies in place. Deadline for action on CIPA has been moved to July 2002.
*UHLS – will not impose anything on libraries, they will support member libraries' plans. The draft of a presentation that UHLS could do for libraries was distributed. There was a discussion of the possibility of a presentation to directors and trustees – this issue will be revisited at the next meeting.
*CIPA issues should be put on Board agendas so that it is discussed at each library board and the minutes should be forwarded to UHLS for erate documentation.
- Annual Reports – Berne has not turned in their annual report and it is holding up the entire system in getting their money. UHLS is working very closely with Berne to rectify this.
- Database Deletions – a meeting is being held to discuss the issue of items in the database that have not circulated since June 1998. This mostly affects Albany & Guilderland.

- Interviews – being conducted next week (June 4th) for the technology & training positions. If no one is qualified UHLS will not put an ad out again. The positions will need to be reconsidered.
- Annual meeting – June 13th At Sunset House – no speaker
- LSTA Grants - notified libraries that have pieces missing from their applications – information needs to be submitted immediately

UHLS Board: P. Nonamaker

- Administration Committee asked for approval for RFP for classification study – deadline for return of RFP is July 14th.
- Announcements of annual awards
Trustee of the Year – Troy & Schaghticoke
Program of the Year – Brunswick & Bethlehem
Advocate of the Year – East Greenbush & Poestenkill
- Plan of Service was approved
- Central Library Budget was approved – see Intranet minutes
- Literacy Grant – Troy, Guilderland & UHLS
- Outreach Mini Grant Committee was formed to review the process of awarding grants and to establish criteria.

UHLS Finance: P. Nonamaker

UHLS is operating on reserve fund – UHLS can make it through the summer but then would have to borrow money if state funds are not received.

UHLS Administration: N. Pieri

See UHLS Board

Interest Groups: P. Nonamaker

YSS – pre-meeting with small libraries, primarily about publicity; summary of brainstorming from previous meeting; UHLS will try to coordinate programs; revamping book review process; wants to provide bibliographies for subjects.

Services: J. Felsten

No report

Automated Services Committee: N. Pieri

(Report provided by P. Nonamaker) Meeting was primarily about site visits for automation systems. Epixtech is flying Richard Naylor & Marcia Middleton to Indianapolis (6/20 –6/21) to see another site as the previous site was a fairly new installation and the users could not answer many questions. Both systems will give a presentation to the evaluation team at UHLS

on 6/25. All are welcome to come and observe but this is specifically for the team to ask questions.

There was discussion about the issues with both programs.

Central Library: J. Cannell

- Times Union – will help to promote summer reading programs the last week of June – email programs to Jeff and he will submit them to TU. At the end of the summer the TU will post the list of all participants in the library program.
- Audit/Finance Committee of Albany County Legislature unanimously voted to give monies to the libraries that were earmarked for them earlier in the year.

Nuts & Bolts:

COLN: Summer reading program looks great – see website for more information. They have been having a “Stumper” in the newsletter and on the website. It is very popular.

RVLL: Annual cocktail party fundraiser at the Rensselaerville Institute on June 16th.

GUIL: Piano use for recitals – very busy, 7 recitals scheduled – all are open to the public.

COHS: Needs a program for spaying/neutering for feral cats in city.

NASS: \$1000 from Hudson River Bank & Trust

STEP: Asked about anyone having trouble with people conducting business in the library (realtors meeting clients). Consensus is that is it a public space and as long as it is not illegal it should be okay.

BRUN: Library vote on school ballot went down by 2 votes. There was a nice article in The Record about the Outreach Program to Brunswick ARC.

POES: New website with pictures of new library.

HOOF: Will be getting help for their website from Claude.

New Business:

- Nomination by Carol Hamblin for current slate of officers to remain for the next year.
Motion (King, Canzano) Accept nomination of officers and vote into office. Carried
- Fall conference – need to start planning – committee needs to be formed, looking for volunteers

Motion (King, Sahr) Meeting adjourned 10:45 am. Next meeting July 7, 2001 at UHLS.