

Director's Association

Upper Hudson Library System

Friday, August 8, 2003 At UHLS

Attending: Jeff Cannell (APLM); Ginny LaJuene (ALTM); Nancy Pieri (BETH); Darlene Miller (CAST); Deborah Canzano (COHS); Bob Jaquay (COLN); Pat Nonamaker (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOF); Lenny Zapala (MEND); Pat Sahr (NASS); Margie Morris (POES); Rebecca Lubin (RVLL); Phil Ritter (UHLS); Barbara Schoen (WVLT)

Visitors: None

Meeting convened at 9:05am

Minutes:

Motion (Nichols Randall, Gaillard) to approve July 11, 2003 minutes with amendment of adding Barbara Nichols Randall to attendees. Carried.

UHLS: Phil Ritter

- Automation Services Manager Search Committee – Resolved job description for manager and systems administrator, which will be presented to the UHLS Board at the next meeting. They retained the position of manager of automated services and changed the manager of technology services to systems administrator – not a supervising position. The position will appear in next week's Library Hotline and will be on the website for 4 weeks. It will go on the Hot Jobs Online through American Libraries.
- Sara Dallas is presently working at UHLS and will probably leave for SALS around mid-October.
- Database Maintenance Advisory Council – Phil is reconvening this group, which has not met for a long time. UHLS will not have a cataloger with the new position of Automated Services Manager. There has been an ongoing debate as to who should be able to catalog. He wants to establish this and possibly make a transition to letting member libraries begin to catalog. There are questions as to who is responsible for maintaining a clean, accurate database for the system. Many policy issues will be discussed at this meeting to be held Monday, August 18th at 9:00am at UHLS. Any recommendations from this advisory council will go to the Directors' Association and the Automated Services Committee for approval.
- Chapter-A-Day Book Clubs (now called Dear Reader) – UHLS pays \$1175 per year for this service. A total of 9 libraries subscribe, 5 on their own and 4 through UHLS. Members accessed the book clubs 17,700 times last month.
UHLS (includes GUIL, BRUN, SNLK, POES) 408 members
East Greenbush Library 86 members
Albany Public Library 240 members
William K Sanford (COLN) 90 members

Castleton Public Library 29 members

Ravena/Coeymans/Selkirk Community Library 32 members

885 members

Do we want UHLS to continue to provide this service? The consensus was that it was a low cost for a service to many patrons.

Motion: (Canzano, LaJuene) UHLS should continue to provide Chapter-A-Day (Dear Reader). Carried

UHLS Administration: N. Pieri

Air quality control project will proceed. Next meeting August 11th.

Services: J. Felsten

No meeting this month.

Representative: Several people have responded with interest to Pat Nonamaker's request for volunteers to fill this position. The date and time of meeting needs to be established before anyone will make a commitment. Phil stated that UHLS has been trying to contact Erin Apostol, the chair of that committee as she said she could not make the current scheduled time.

Finance Committee & UHLS Board: J. Cannell

There was discussion regarding the relationship between the UHLS Board and the Directors' Association.

Central Library: J. Cannell

Central Library Advisory Committee will meet on September 17th. They will decide what databases to use/fund for the upcoming year. Phil was asked if Rachel could supply everyone with the statistics on current database usage.

CIPA:

There was a brief discussion about how various member library boards felt about filtering. GUIL filters on their children's room computer but you can still get to inappropriate sites on them. Phil reported that if UHLS installed filters on the facility computers it would cost approximately \$18,000-20,000 per year and they would receive \$16,000-17,000 per year from erate. This would only affect staff at UHLS, not member libraries. He would recommend to the UHLS Board that UHLS not comply with CIPA and forgo the erate. That would mean that UHLS would not be able to file for Internet erate for member libraries. They would still be able to do telecom as that is not impacted by CIPA. This does not affect many libraries as most access the Internet through UHLS and do not claim erate for that anyway. Deb Canzano asked that Rachel notify the libraries that would be affected. Everyone is waiting for clarification as to LSTA Grants – would CIPA only apply to grants that have to do with the Internet? No decisions or clarifications have been made. Phil was asked to have Rachel let each library know what they currently receive for erate.

Nuts & Bolts:

RVLL: They are in phase 2 of their renovation and have new carpeting and shelving in the reading room. The library was given a Victorian couch from the family of the man that designed the front of the library. The couch was needlepoint by hand by the daughter (now 96 years old) of the designer. RVLL is currently offering Buy-A-Shelf in honor or memory of someone. A small plaque will be put on the shelf acknowledging the gift. Rebecca reported that the library just received a check for \$28,000 from the state as an uncollected building grant from 1996-97. This money will allow the library to move ahead to phase 3. Rensselaerville hopes to have a celebration event when the work is completed.

COHS: Recently had their picture taken as part of receiving the \$1000 from Hudson River Bank & Trust.

COLN: They are in the last phase of their renovation. It should be done by the second week in September.

Old Business:

None

New Business:

Pool Collection Planning Committee – will meet Tuesday August 12th at 2pm. There will be discussion of requestable/nonrequestable status for the collections and about who will change the status in Item Group Editor, member libraries or UHLS.

Motion (LaJuene, Gaillard) Meeting adjourned 10:00am. Next meeting September 5, 2003 at UHLS.