

Director's Association

Upper Hudson Library System

Friday, November 14, 2003 At UHLS

Attending: Ginny LaJuene (ALTM); Darlene Miller (CAST); Deborah Canzano (CHOS); Pat Nonamaker (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOF); Pat Sahr (NASS); Judy Felsten (RCSC); Rebecca Lubin (RVLL); Jane Minotti (SNLK); Paul Hicok (TROY); Phil Ritter (UHLS); Gail Sacco (VOOR).

Visitors: None

Meeting convened at 9:04 am

Minutes:

Motion (LaJuene, Canzano) to approve October 3, 2003 minutes. Carried

UHLS: Phil Ritter

- A Manager for Automation Services has been hired. Joe Thornton from SUNY Olis will begin December 15th. The position had to be reclassified due to responsibilities and salary. Phil got the approval from UHLS board.
- The state construction grants were approved by the UHLS board. Bethlehem Public Library was approved for construction of two ADA restrooms (\$7,782); Stephentown Memorial Library was approved for replacement of siding (\$7,781); Guilderland Public Library was approved for building a new and more efficient office for Youth Services staff and convert the existing office into a public study room (\$4,525); Nassau Free Library was approved for replacing outdated lighting (\$3,257); Rensselaerville Library was approved for a manual dumbwaiter to move books from the basement to the main floor (\$2,500); Valley Falls Free Library did not meet the state guidelines so no funding was recommended.
- New York Times will send us forms for voter registration and publicity so that people will know that libraries in our area have the registration forms.
- The holiday schedule for UHLS was handed out. There are seven days when UHLS will be closed and six when there will be some staff available and carrier service will continue.
- The Library Advocacy Advisory Council is trying to gain monetary support from Albany County through Mike Breslin. Other county legislators should be approached. Paul Hicok reported that Rensselaer county funding levels would remain the same for 2004 as in 2003.
- The next meeting of the Library Advocacy Advisory Council is 8:30 am December 11th. December 16th DLD will hold a training session on the Annual Report from 9 am – noon at UHLS. Heidi and Phil will be the contacts at UHLS for any questions about the Annual Report.

UHLS Administration: N. Pieri

Phil reported for Nancy. The issues covered were the reclassification of the Manager of

Automation Services position. Nancy Pieri was instrumental in changing the minds of some board members so that the vote passed. The other issue was the vacation of Rawdon Cheng. He cancelled his vacation three times in the last year and wanted to be able to carry 7 days over into 2004.

The board approved.

Services: B. Jaquay

Phil reported for Bob. The construction grants were approved. BRUN and STEP asked for variances in room capacity in order to have state aid. It was approved, but the new chair wants letters drafted to BRUN and STEP asking them to take more action on the problem. STEP is actively working toward a new facility, but not BRUN. Updating facilities is required by the state and

funding may be withheld if state standards are not met. Phil will talk to both BRUN and STEP before writing the letter.

Finance Committee & UHLS Board: J. Cannell

Phil reported for Jeff. The 2004 budget for UHLS was approved.

Central Library: J. Cannell

Although Central Library is required to only buy adult non-fiction books they have chosen to take a portion of DLD money to purchase data bases. Phil reported that Jo-Ann Benedetti is negotiating contracts with the data bases for the member libraries. The issue about APLM videos as nonrequest was raised.

After some discussion it was decided to put this on the agenda for December.

Directors' Conference: G. LaJeune

The fall of 2004 is the next Director's Conference. Ginny asked for people to work with her to select a place and subjects. NYLA will be October 20th in Rochester.

Advertising: P. Hicok

People are not aware of all the services that the library offers. Are we advertising enough? There should be a link from the catalog to the data bases. Directors from TROY, GUIL, VOOR, & SNLK will form a committee to find ways to advertise our services in a broad way. Anyone else interested in this issue may join. Notices will be sent to all directors on progress made.

NYLA/PLS: G. Sacco

Gail is the chairperson for PLS at NYLA in Rochester. She needs programming ideas to submit before 12/31/2003. If anyone has ideas e-mail them to her.

Nuts & Bolts:

ALTM: Planning for Results group met 10/26. This is the first step to make changes.

Assemblyman McEneny came to tell ghost stories.

RVLL: Finding Nemo was shown with their new movie license. There were 53 in attendance. 12/6 is the Annual Greenery sale and 12/14 is an Open House to celebrate the renovations done at the library.

COHS: 12/6 the Girl Scouts will come to decorate the tree in the library.

1/2/2004 there will be a puppet show at the library.

NASS: Pat requests sources for video or audio shelving.

VOOR: A member item was received for a defibrillator at the library.

Old Business: None

New Business:

Item specific requests were discussed. There have been complaints about not receiving the item that was ordered; for example all the programs for the second season of The Sopranos.

Motion G. Sacco made a motion that item specific requests be a top priority and dealt with immediately when the new Manger of Automation Services comes.

J. Minotti seconded the motion. It was carried with one descent.

Motion (Lubin, Minotti) Meeting adjourned 11:10 am. Next meeting December 5, 2003 at UHLS.