



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Chair: Melissa Tacke

Vice Chair: Tim Wiles

Secretary: Joe Burke

X	APLM – Scott Jarzombek	X	NGRN – Mary Klimack
	ALTM - Joseph Burke		PTRB – Kate Hilfinger
	BRLN – Sharon Vogel	X	POES - Margie Morris
	BERN – Kathy Stempel		RCSC - Judith Wines
X	BETH – Geoffrey Kirkpatrick	X	RENS - Jane Chirgwin
	BRUN – Sara Hopkins	X	RVLL - Kim Zimmer
X	CAST – Melissa Tacke	X	SNLK - Melinda Fowler
X	COHS – Hannah Stahl		SCHG - Nick Matulis
X	COLN - Evelyn Neale		STEP - Kim Roppolo
X	EGRN - Jill Dugas Hughes	X	TROY - Paul Hicok
X	GRAF – Lise Smith		VAFL - Kelly Akin
X	GUIL - Tim Wiles	X	VOOR – Sarah Clark
	HOOF – Sara Yetto		WTVT – Kelly Vadney
X	MEND - Lenny Zapala	X	WSTR - Sue Hoadley / Debbie Scott
	NASS – Tracey Clague	X	UHLS - Tim Burke

Directors' Association

August 2, 2019

9:08 AM - Meeting called to order by M. Tacke, Chair. Welcome to two new directors, Debbie Scott at WSTR and Hannah Stahl at COHS!

I. MINUTES

MOTION: L. Zapala moved to accept the Minutes of the June 7, 2019 meeting. P. Hicok seconded. Unanimous.

II. REPORTS

Executive Director's Report – Report distributed prior to the meeting. Here are a couple highlights:

- **NYS Construction Aid Update** – Yesterday was the initial deadline to submit construction aid applications. As of today, if the budget stays as is at \$14 million, we'd be short / unable to fund each application to maximum eligibility. If the budget increases to \$34 million, we'll have money leftover to be returned to the state. We are expecting a final decision on the total construction funds for 2019 very soon. Based on that information, the Services Committee will work during August and into September to develop an award distribution recommendation to put before the UHLS Board at their September 11 meeting.
- **UHLS Annual Celebration** – We'd like to hear your feedback from the DA on this year's Annual Celebration. S. Hoadley mentioned that there was a fire in the mulch when she was leaving in the parking lot! She saved the venue, thank you S. Hoadley. We also heard that coffee wasn't served at many tables.
- **Reminder: Hello Library! Grant** – The deadline for your library to participate in the Hello Library! Grant is Friday 8/16. Mary will be back before the deadline if you have any questions – we have a stack of MOAs here if you need one.

UHLS Board and Finance – J. Dugas Hughes reported that both meetings were routine, nothing significant to report.

Administration Committee – no meeting

Services Committee – S. Clarke shared that the Committee discussed the eligibility of 90/10 for construction aid projects – this is most likely not something the state is going to be able to implement this year because the Governor has yet to sign the legislature and the infrastructure hasn't been established.

Automation Advisory Committee – M. Tacke sent out a guide for staff for issuing MyCards. The committee will meet again in September.

Central Library Advisory Committee – no meeting

eContent Advisory Committee – J. Wines is not present but G. Kirkpatrick has an updated spreadsheet! The current hold time is in red and G. Kirkpatrick noted is a mean. The eContent Committee is recommending that each patron can only have 5 items out at a time, instead of 10, to help reduce the wait time. L. Zapala asked how many patrons are actually checking out the current limit of 10 items at a time. G. Kirkpatrick stated that the Committee will look into those numbers. H. Stahl asked if patrons have the option of choosing a shorter loan period. Yes, and not many patrons are aware that you can return ebooks early if you finish them prior to the due date. J. Chirgwin reminded the group that we should all be spending more money to help solve this problem.

MOTION: eContent Advisory Committee moved to change the total number of checked out items for ebooks from 10 items to 5 items. M. Morris seconded.

Discussion: P. Hicok asked how the committee chose 5 items instead of 7 or 8. G. Kirkpatrick explained that if they moved the needle slightly, an impact may not be seen. P. Hicok would like to know collectively how many patrons this will impact. M. Morris would like to know how we are going to notify patrons. S. Jarzombek suggests implementing this change on an exact date and requests talking points for staff to deal with patrons. G. Kirkpatrick summarized that it sounds like many people are on board with this change, once the committee identifies how many patrons this change will impact. September 1st was suggested as the start date and the room agreed.

Vote on the motion to change the total number of checked out items for ebooks from 10 items to 5 items: Unanimous.

G. Kirkpatrick reported that schools have an app called Sora, similar to Libby that allows students to log into Sora then use their library card information to check out our books. Should we allow the students to use only their authentication from the school to check out our books? One less step. E. Neale asked if that was possible – yes. Does it count as our circulation – yes. G. Kirkpatrick explained that this already exists and students are already checking out our items through this two-step process, the committee is investigating the logistics of using only their authentication. The school most likely changes the authentication on a yearly basis, so the member libraries don't have to worry about patrons moving out of the area and still having access.

Ad Hoc Bylaws Committee – no meeting, G. Kirkpatrick noted that the committee is waiting for the UHLAN agreement for review.

III. OLD BUSINESS

IV. NEW BUSINESS

T. Burke sent out the Proposed 2020-2022 UHLAN Agreement / UHLAN Fee Outline earlier this week via email and is looking for feedback. S. Hoadley was surprised to see the change in the fee formula and feels as though the net lender factor is now meaningless, are there new reports for the new formula? Yes – they are currently available on the ad hoc reports page. Attention was directed toward section *V. Authority D.*, as some directors were not comfortable with giving the DA final authority over the decision making process. T. Burke reiterated that he fully acknowledges that each member library is autonomous and that UHLS does not have control over their procedures and standards. J. Dugas Hughes would like to see the fee formula worked on further, maybe with a separate committee, to address the impact of foot traffic and use of specific member libraries. The group consensus after much discussion is that T. Burke will work on revising the UHLAN Agreement for discussion in September.

V. OPEN FORUM

BETH: BETH has two telescopes up for grabs - GRAF and CAST enthusiastically claimed them!

POES: A patron has generously donated a telescope to their library this summer. Recently held a goat yoga program, great turnout!

WSTR: S. Hoadley brought more audiobooks up for grabs!

COHS: H. Stahl asked if everyone has two staff on duty at all times, for safety reasons. Many in the room said no, but some are thinking about adding a second to ensure everyone is out of the building and safe. H. Stahl is having a difficult time finding coverage because clerks are only allowed to work 14.5 hours. G. Kirkpatrick suggested getting a copy of the union contract that states that limitation.

DA Meeting 08/02/2019

APLM: APL hosted their second drag queen story time – about 100 people (half from last time for reference). Very little pushback this time around – zero phone calls and maybe two emails with complaints.

The next meeting will be Friday, September 6th at 9AM.

MOTION: G. Kirkpatrick motioned to adjourn. S. Clark seconded. Unanimous.

Meeting adjourned at 11:18AM.