



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Chair: Melissa Tacke

Vice Chair: Tim Wiles

Secretary: Joe Burke

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

Directors' Association

December 6, 2019

9:05 AM - Meeting called to order by M. Tacke, Chair. Welcome Heidi Carle, the new Director at the Rensselaerville Library.

I. MINUTES

MOTION: M. Morris moved to accept the Minutes of the November 1, 2019 meeting. S. Hopkins seconded. Unanimous.

II. REPORTS

Executive Director's Report – T. Burke not present, report was emailed prior to meeting. M. Tacke asked if anyone had any questions to be reflected in the minutes – none. N. Hurteau asked M. Tacke to remind the group that today is the deadline for the winter reading program grant applications. N. Hurteau is not in the office today but will be answering emails should you have any questions for her.

UHLS Board and Finance – J. Dugas Hughes not present

Administration Committee – J. Chirgwin reported that the committee did meet and recommended two new policies for the UHLS employee manual. The Board did accept the two policies (voting time and election / jury duty time).

Services Committee – No meeting

Automation Advisory Committee – M. Tacke reported that the committee did meet and they are going to revisit last month's loan rules recommendations in one year. If you'd like to change your loan periods to match what the recommendations are, please reach out to J. Thornton.

Central Library Advisory Committee – No meeting

eContent Advisory Committee – J. Wines reported that GUIL has been using the Lucky Day (also known as Skip the Line in Libby) OverDrive feature and they have seen it pop up for users. At the last DA meeting the group discussed changing the total number of holds however J. Wines has learned that OverDrive will be rolling out a new delivery option in the New Year that could allow patrons to hold their spot if they choose not to check out an item at the time it becomes available. The Committee has decided to NOT change the number of holds until more details are provided by OverDrive. Reciprocal lending has also been introduced as an option by OverDrive, where we (UHLS) could be matched with a system of a similar size and patrons can share the eContent. N. Hurteau is following up with OverDrive regarding the logistics of this feature.

Kelly's note via email: Just one note- I had said we at WTVT don't really have interactions with our driver as he arrives before we arrive. I noted I observed he was very polite in talking to a staff member upon one occasion. The only reason why he came into the library was because it was a late delivery day.

The Committee also discussed the McMillan boycott: they are not recommending a boycott because it impacts our patrons negatively. Their restriction (not allowing libraries to purchase more than one copy of a new item for 8 weeks) doesn't just impact eContent, but also print. M. Tacke clarified that the system as a whole is only allowed one copy, not each library within the system. M. Tacke is curious if OverDrive can customize a pop up explaining the long wait holds due to publisher restrictions. T. Wiles noted that the ALTM Enterprise and the Spotlight both picked up a piece on eContent that he had written – people are very interested in this topic!

J. Wines distributed two spreadsheets to the group. The first spreadsheet shows year to date spending – which has looked better than it ever has before! Thank you everyone for spending money! She wanted to

highlight prioritizing spending on fiction content. The second chart is the 2020 ERO budget numbers reflecting a 5% increase. The Committee also included a column that shows what your contribution amount would be if it reflected the change in circulation at your library in the last year. Spending the number in that last column is encouraged, because it will prevent the holds time from worsening.

Ad Hoc Bylaws Committee – Members not present

III. OLD BUSINESS

IV. NEW BUSINESS

M. Tacke addressed the topic of a system-wide coordinated wifi hotspot lending program. By a show of hands in the room, half of the libraries attending currently loan out hotspots. The AAC has not included recommended loan rules for this item because library of things items vary greatly. COHS lends theirs for one week, GUIL lends for 2 weeks as an example of variance. A. Wilson asked about patrons consuming too much data – T. Wiles will check but he thinks they can be reset multiple times a month. They can also be turned off if the item isn't returned, so the patron has no reason to want to keep the device. Libraries are allowed to get 10 new hotspots each year from Mobile Beacon through Tech Soup if you prepay for a year of service, which costs \$120 per item. M. Tacke will reach out to T. Burke to see if UHLS is willing to coordinate this service.

T. Wiles asked the group if they've noticed that the new courier service is lacking customer service. The driver on his route refuses to shut the door while he's unloading the bins, despite them asking him a number of times. The new driver will also not take all of the bins if they aren't in the correct location or shut properly. J. Wines heard that they are very by the book. P. Hicok noted that he'd prefer a company that is by the book, we are paying them for a professional service. Consensus in the room was that it depends on the driver – K. Vadney and K. Roppolo have had nothing but positive interactions with their driver, even on the days he was late due to the snow. J. Favreau encouraged the group to reach out to Anne Pitlyk should there be any delivery issues to be sorted out. She'll also follow up with Anne regarding the status of purchasing more bins.

J. Chirgwin noted that RENS has gotten a number of RVLL materials because of the hand-written slips being done incorrectly - please be sure to familiarize yourself with the correct acronym.

V. OPEN FORUM

The next meeting will be Friday, January 3, 2020 at 9AM.

MOTION: M. Tacke motioned to adjourn. T. Wiles seconded. Unanimous.

Meeting adjourned at 9:47AM.