



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Chair: Melissa Tacke

Vice Chair: Tim Wiles

Secretary: Joe Burke

	APLM – Scott Jarzombek	X	NGRN – Mary Klimack
X	ALTM - Joseph Burke		PTRB – Anita Wilson
	BRLN – Sharon Vogel		POES - Margie Morris
X	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 – Christiann Gibeau		SCHG - Nick Matulis
X	COLN - Evelyn Neale	X	STEP - Kim Roppolo
X	EGRN - Jill Dugas Hughes	X	TROY - Paul Hicok
X	GRAF – Leanna Sweet	X	VAFL - Kelly Akin
X	GUIL - Tim Wiles	X	VOOR – Sarah Clark
	HOOF – Sara Yetto		WTVT – Debbie Scott
X	MEND – Laura Cernik	X	WSTR – Amy Powarzynski
X	NASS – Tracey Clague	X	UHLS - Tim Burke

Directors' Association

Date: May 7, 2021

Others in Attendance: J. Favreau; J. Thornton; Mary Fellows; C. Stollar Peters of BETH

Virtual meeting called to order by M. Tacke at 9:01AM.

Updates from UHLS

Tim

- As of May 19, libraries can open based on 6 foot social distancing between all occupants (both staff and patrons). ALTM asked for clarification on how everyone was doing their calculations and these two links were shared: https://www.usfa.fema.gov/coronavirus/planning_response/occupancy_social_distancing.html and https://up.codes/viewer/new_york/ifc-2015/chapter/10/means-of-egress#1004 UHLS will have more staff in the office together beginning Tuesday, June 1
- With this change and any other changes you make in your library's hours or services, please remember to update the UHLS online status form / spreadsheet
- In response to the DLD announcement about their minimum hours "expectation" that all public libraries need to be there as of June 1, every library has responded to the UHLS survey. Only 3 libraries will be unable to meet this standard.
- Annual Celebration will be held virtually on Wednesday, June 9 at 6:30PM and the featured speaker will be Gretchen Sorin. We'll do the annual awards and the UHLS Board elections too.
- The Construction Aid application portal will be opening up soon - UHLS will have a fair amount of money on the table, please reach out if you need help thinking about an application. The Construction Aid 101 program will be held virtually once again this year - date to be announced soon.

Jona

- Annual Award nominations are due to me via email by end of the day today if you haven't already made your submission
- Keep an eye out for an email from me re: the UHLS System annual report questions

Joe

- Because libraries are no longer quarantining items, he is currently working on changing the overdue notice from sending 6 days to 3 days.
- The Cataloging Advisory Council is plugging away on changing subject headings, with the help of C. Stollar Peters.
- M. Tacke asked if courtesy notices are still being sent out - yes, but several Microsoft clients are once again blacklisted from receiving them; he is actively working on resolving this issue.

New Business

M. Tacke would like to establish a Nominating Committee to assist with the DA officer and committee elections, which will be held next month at the DA's annual meeting. J. Burke, J. Wines and S. Clarke volunteered.

Committee Reports

UHLS Board and Finance Committee

J. Dugas Hughes reported that UHLS finances are looking good and T. Burke added that a 3rd revision of the 2021 UHLS budget will be put in front of the board next week.

Services and Administration Committees

S. Clarke reported that they will be meeting next week.

Antiracism Task Force

T. Wiles reported that board training is still being developed and will be coming soon, a new learning circle was just announced, and they are still working on a system-wide program with Gretchen Sorin. M. Fellows added that the April 20th 401 learning circle had an interesting discussion. She'll be turning the prompts and discussion points into a program template, which will be coming soon if you'd like to host learning circles at your library.

AAC

J. Dugas Hughes noted that the committee has not met but she'd like to suggest a topic of discussion for the committee - addressing holds pickup lists (by locations or patron types?). There was a discussion among the directors and all agreed that would be a great topic for the committee to address.

CLAC

J. Burke stated that the committee did meet earlier this week and will have a new revised budget to propose to the UHLS Board this month, due to the final NYS budget numbers. Two major highlights: Ancestry.com will be returning for all member libraries and APL will now be fully reimbursed for one Librarian 1 position for the collection development work they do.

e-Content

J. Wines emailed a spreadsheet out to the group just prior to the start of the meeting. Only one library hasn't spent their contribution yet which is a big improvement from years prior. The hold time is up to 41 days.

- **Open Forum**

- J. Wines asked if anyone has stopped printing their mailer to the community and how that was received. T. Wiles stated that GUIL stopped maybe 3 or 4 years ago and the consensus was that it was better for the environment and their wallets. They now print about 750 of them and drop them off to businesses in the area (instead of 10k). You can also email them out.

- K. Stempel shared that BERN is officially fine free!

- T. Wiles addressed the GUIL email outage earlier this week: their data wasn't breached and it had nothing to do with construction. A physical part died and Verizon was unable to come out for about 24 hours - they had to shut down because their phone lines are also on the email system.

- J. Dugas Hughes thanked J. Thornton for all of the hard work he's been directing toward a project of theirs - they now have a second location for their drive thru. J. Thornton added that it was a very complicated process because it's essentially a new branch with no collection.

- T. Burke will send an email out following the meeting reminding everyone of next week's CORE Trustee Training opportunity.

DA Meeting 05/07/21

- T. Wiles has been dealing with two disgruntled patrons who are upset due to the closure of the library during construction. Through this and a publication he recently wrote for a local paper, he's learned that a number of patrons had no clue they had access to all 29 libraries within the system. Pay for one, get 29!
- C. Gibeau asked if everyone was starting to offer museum passes now that many are reopening - BETH, BERN and ALTM all responded yes.

Next meeting will be the Annual Meeting, held on Friday, June 4 at 9AM.

Meeting adjourned at 10:05AM.