



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Chair: Sarah Clark

Vice Chair: Mindy Fowler

Secretary: Sara Hopkins

X	APLM – Andrea Nicolay		NGRN – Mary Klimack
X	ALTM - Joseph Burke		PTRB – Anita Wilson
X	BRLN – Sara Rogers	X	POES – Donna Riley
X	BERN – Kathy Stempel	X	RCSC – Lisa Neuman
X	BETH – Geoff Kirkpatrick	X	RENS - Jane Chirgwin
X	BRUN – Sara Hopkins	X	RVLL – Patrick Wynne
X	CAST – Melissa Tacke	X	SNLK - Melinda Fowler
X	COHS – Christiann Gibeau	X	SCHG - Nick Matulis
	COLN - Evelyn Neale	X	STEP - Kim Roppolo
X	EGRN - Jill Dugas Hughes		TROY - Paul Hicok
	GRAF – Leanna Sweet	X	VAFL - Kelly Akin
X	GUIL - Tim Wiles	X	VOOR – Sarah Clark
	HOOF – Danny Yetto	X	WTVT – Whitney Gitman
X	MEND – Laura Cernik	X	WSTR – Amy Powarzynski
X	NASS – Tracey Clague	X	UHLS - Tim Burke

Directors' Association

Date: March 3, 2023

Others in Attendance: J. Favreau; J. Wines; J. Thornton; M. Fellows

Meeting called to order by S. Clark at 10:01AM.

Minutes

MOTION: G. Kirkpatrick moved to accept the February 3, 2023 minutes. A. Nicolay seconded. Unanimous.

Updates from UHLS

Tim

- Advocacy Day – Despite the weather resulting in a lower turnout than previous years, it felt supportive. We do have a one new legislative representative, (Scott Bendett, 107th Assembly District) that we are going to have to do some work with to ensure he understands everything libraries and library systems do- . He represents 12 member libraries in Rensselaer County and BETH. C. Gibeau was with us all day. A Channel 6 reporter saw her FB post and came downtown to do a piece on library funding and its importance. One more meeting to be scheduled with Assembly member Chris Tague, likely to be online.
- Trustee Training: Just a reminder that there's a whole suite of opportunities listed on the UHLS website. K. Roppolo noted that J. Wines and M. Fellows held two trainings last night following their board meeting and were fantastic (finance 101 & effective meetings). A. Nicolay thanked T. Burke and M. Fellows for the training they had done for their board a couple of weeks ago – it was great and they highly recommended it.
- UHLAN agreements are finally in/done! UHLS Board meeting is next week and the UHLS Board President will sign them all and prior to being sent back, T. Burke will replace the first page of the document to fix his date error.
- Reciprocal lending agreement – J. Wines & ECAC have been able to facilitate the addition of SALS and MVLS to the current UHLS/MHLS RLA in Overdrive! We're all sharing electronic materials between 4 library systems ! This will begin later in the month.

Mary

April 3 the Expedition kicks off! For those of you with the gold card, there will be a platinum card! Also new this year is an on-demand merchandise store – think t-shirts and tote bags – that will be able to be purchased online. D. Reilly of POES is putting that together. In the next few weeks, you'll be receiving all things Expedition. The committee is already planning for the party in Sept. (@ the Crossings in Colonie) and wants to confirm nights during a month when no libraries hold their regular board meetings. We think that's on the 1st Wedn. or 3rd Wedn. of the month, but T. Burke reminded the group to keep your board meeting schedule up to date on your website. For some member libraries, this information was difficult to find. SRP workshops are coming up – children's available already and teen will be open soon. CE Teen Meetup April 18th at EGRN.

Judith

March 27th is when the new RLA will kick into place. Capital Region Digital Equity Summit is happening March 30 at 10AM. Tonight is the mock spelling bee here at UHLS. D. Reilly asked

if a new graphic can be made announcing the RLA. Anne is here until March 17th - those graphics come from her and J. Wines will add it to her growing last minute to do list.

Jona

Annual reports: almost through the ones that have been submitted however there are 5 member libraries that have yet to submit for review. The March 15 deadline is quickly approaching – please let her know if you need help. J. Chirgwin asked about the narrative report and what those questions would be – TBD – she'll be in touch in April once the DLD reports are behind her.

Old Business

New Business

Committee Reports

UHLS Board & Finance Committee – J. Burke not much to note, a typical meeting.

UHLS Administration Committee – no meeting

UHLS Services Committee – no meeting

Equity Committee – J. Wines meeting with C. Gibeau following this meeting, we're plugging along.

Automation Advisory Committee – J. Dugas Hughes explained that the AAC is looking simplify the registration process. Soon there will be a survey asking how patrons are currently using the library. Looking to possibly eliminate hard copy cards and just using a digital card. If you know of anyone doing this, please let them know. Circling back to the registration process, the AAC is recommending the driver's license number field in Sierra be deleted and the crossed out on the registration card.

MOTION: G. Kirkpatrick moved to delete the driver's license number field in Sierra and remove it from the registration cards. S. Clark seconded. Unanimous.

J. Thornton will reach out to the member libraries that aren't present for this meeting before a global purge.

Central Library Advisory Committee – no report

eContent Advisory Committee – G. Kirkpatrick sent an OverDrive year in a review report to the Adult Services list. A note regarding the newest RLA – our system has stronger for J and YA collections. OverDrive app will continue to work on Kindle fires until Libby is approved.

Open Forum / Library Status Updates

L. Neuman noted that RCSC will be closed for plumbing repairs.

A. Nicolay invited everyone to APL Day on May 21st. This will be their centennial year kick-off block party at the Howe Branch 2-4PM. They are also creating a new logo and library card in celebration.

T. Burke noted that on Sat. May 20th is the MEND centennial celebration as well, same weekend, but different day!!

G. Kirkpatrick asked if any other member library has noticed a pattern of humans returning to the libraries (November to present). Their door count has jumped up. Has anyone else noticed this? M. Tacke noted that CAST still down slightly (1/3-1/4). Sara Hopkins noted that BRUN is bursting at the seams.

S. Clarke asked if anyone still has the acrylic shields still up at service desks. L. Neuman said yes, as did G. Kirkpatrick - maybe in May they'll come down when the state mandate is officially over, but he's unsure if he's willing/wanting to put up with the fight (because staff like having them up). J. Dugas Hughes left it up to each department and patrons love the tables that were placed in front of the service desks to create social distancing room, so those are staying. S. Clark noted that the cleaners still clean a lot off of the screens WSTR just bought new ones. Davies Office Furniture – RCS highly recommends them if you're in the market for used, but like new office furniture.

C. Gibeau asked if anyone has had to remind their staff that we should be impartial to local politics and shouldn't have conversations about specific candidates or campaigns in the library. Consensus from the group was that yes, if it was overheard then the staff member should be reminded, but it hasn't been an issue (yet). D. Reilly asked if you can allow candidates in for open questions. T. Burke reminded them that we don't want to show favoritism – can't be seen with siding with one side should one candidate not show. J. Wines shared the League of Women Voters contact information: Email: info@lwvrc.org Phone :(518)553-0505 They are a great resource to help libraries navigate this sometimes tricky area of service.

11:10AM meeting adjourned.

Next meeting to be held hybrid on Friday, April 7 at 10AM.