



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Chair: Sarah Clark

Vice Chair: Mindy Fowler

Secretary: Sara Hopkins

X	APLM – Andrea Nicolay	X	NGRN – Mary Klimack
X	ALTM - Joseph Burke	X	PTRB – Anita Wilson
	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		SNLK - Melinda Fowler
X	COHS – Christiann Gibeau		SCHG - Nick Matulis
	COLN - Evelyn Neale		STEP - Kim Roppolo
X	EGRN - Jill Dugas Hughes		TROY - Paul Hicok
X	GRAF – Leanna Sweet	X	VAFL - Kelly Akin
X	GUIL - Tim Wiles	X	VOOR – Sarah Clark
	HOOF – Danny Yetto		WTVT – Whitney Gitman
X	MEND – Laura Cernik	X	WSTR – Amy Powarzynski
X	NASS – Tracey Clague	X	UHLS - Tim Burke

Directors' Association

Date: July 7, 2023

Others in Attendance: J. Favreau; J. Wines; M. Fellows; N. Hurteau

Virtual meeting called to order by S. Clark at 10:03AM.

Minutes

MOTION: J. Dugas Hughes moved to accept the June 2, 2023 minutes. G. Kirkpatrick seconded. Unanimous.

Updates from UHLS

Tim

- Thank you to everyone who came to the Annual Celebration last month. He asked if anyone had any comments or feedback for UHLS. Those who attended enjoyed their evening. Some weren't aware that there was upstairs seating until later in the night – T. Burke explained that we didn't intend to have guests seated upstairs but those who did use those tables, also enjoyed themselves.
- The next deadline for the Construction Aid process is Wednesday, July 26. This is when the bare bones application is due to UHLS. On Wednesday, August 30 is the final submission deadline to UHLS. T. Burke is always happy to answer questions along the way.
- UHLS is halfway through the Library Challenge Series – the next sessions are July 13 from 10-12 and July 17 2-4, same session just repeated, in person. These last two sessions are train the trainer events for directors and department heads. There is also a media training session coming up in September, keep an eye open for those details to be emailed out soon.

Joe

Thanks to EGRN, he has written a report that can now email bills to your patrons if your library would like to opt in. Only works if there's an email address on file. J. Thornton has also written a new ad hoc report that you can pull each Monday for shelf checks, prior to the bills being emailed. J. Chirgwin asked if they haven't opted in, will we still get bills for everyone - yes, no change. L. Neuman asked how effective we think this is going to be if they are already receiving emailed notices. J. Dugas Hughes responded and is hopeful – currently they have a huge stack of notices weekly, which not only costs a lot for postage but staffing. They are looking to remain fine free, and this is a step they're taking to help save them some money. She asked Joe if he can add a link to pay online – yes, he can customize the text. J. Thornton and J. Wines are hosting a ChatGPT webinar next Tuesday 7/11 at 10AM.

Judith

Outreach mini grant applications went out last week via email. They are due late September but there is a partnership requirement, feel free to reach out with questions.

Mary

On Monday, there were 890 Expedition visits! In total, there are more than 26k visits total, and we're going to hit 30k soon!

Jona

If you were at the Annual Celebration, you may have noticed that you did not receive a copy of the annual narrative like in years past. The DLD annual reports have just been completed and

accepted – she'll be pulling that data for the statistics section. Reports should be in your hands by the end of the month.

Old Business

New Business

Library Expedition Extension – M. Fellows initiated a conversation regarding extending the library expedition. Before a decision is made, she wants to know if the member library staff can handle an extension. She's also reviewing the number of prizes we currently have on hand – we may not have enough. S. Hopkins noted that BRUN has been swamped, especially being a prize location. She worries about the pins because they've been wiped out within a day twice now and they don't want anyone to show up and not receive a prize. S. Clark would love to somehow give her employees an extension to participate between July 31 and the party. J. Dugas Hughes noted that patrons are still picking up maps this week. A number of directors noted that it was time to sunset the program. The continued excitement and energy is proof to do it again in the future, but for now, it's exhausting staff. T. Burke concluded that the libraries will always be open and that's something we can remind patrons even after the July 31 deadline passes and the Expedition ends.

SORA – A. Nicolay was curious if any of our school districts were working directly with member libraries to promote this app / service for children. She reiterated that the Capital Region BOCES makes the purchases and that users only need a school ID, not a library card. She's heard that North Colonie has had great success and that they use Clever to manage school apps, but she noticed SORA wasn't listed under library services. G. Kirkpatrick shared that they had about 1,700 circs last year from the app. Some of the school librarians know about it and are enthusiastic sharers, others aren't. M. Tacke shared that she hit a roadblock in Rensselaer County with it because it seemed too cumbersome for Questar. J. Wines noted that there is a new school library system director at Questar and they've already reached out to her for training this fall. She has templates and further information used by Colonie and is willing to share that via email to all.

Committee Reports

UHLS Board & Finance Committee – J. Burke noted we have a new board member from RCSC. It was a shortened meeting due to it being the annual celebration.

UHLS Administration Committee – no meeting

UHLS Services Committee – no meeting

Equity Committee – A. Nicolay reported that as a committee they have been receiving feedback for the challenge from those who were asked to test it. You have through the end of July to submit feedback if you're one of those people who are working on the challenge.

Automation Advisory Committee – J. Dugas Hughes noted that there are 3 positions open - 1 at large and 2 members. The committee meets the second Wednesday of each month from 9-10AM virtually. G. Kirkpatrick noted that it was 5 points toward civil service. Both L. Neuman and A. Powarzynski volunteered to be on the committee.

MOTION: J. Dugas Hughes moved to appoint L. Neuman and A. Powarzynski as DA representatives to the AAC with terms from July 2023 – June 2025. J. Chirgwin seconded.
Unanimous.

The committee is currently reviewing the registration process for online library cards. They're hoping to make a proposal for expanding from the 3-month period to 3 years. If you have any specific concerns, please email Jill.

Central Library Advisory Committee – no meeting

eContent Advisory Committee – G. Kirkpatrick emailed contributions spreadsheet this morning. He thanked the staff at GUIL for the great video that was attached, showing patrons how to add systems to their Libby account for the RLA. Holds that have expired are currently being investigated by the committee.

Open Forum / Library Status Updates

M. Tacke would like to discuss the option of the DA meetings all being hybrid moving forward, instead of every other, at the next meeting.

11:03AM meeting adjourned.

Next meeting to be held in person/hybrid on Friday, August 4 at 10AM.