



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Chair: Sarah Clark

Vice Chair: Mindy Fowler

Secretary: Sara Hopkins

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

Directors' Association

Date: February 2, 2024

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

Hybrid meeting called to order by S. Clark at 10:04AM.

Minutes

The minutes noted the meeting would be held on 2/9 but here were are on the 2nd – typo. Changed.

MOTION: G. Kirkpatrick moved to accept the January 5, 2024 minutes. K. Stempel seconded. Unanimous.

Updates from UHLS

Tim

- Advocacy Day is next Wednesday, February 7. Feel free to come and participate all day, especially if your meetings are split up throughout the day. There are some pre-advocacy day activities happening the day before, one to note is the event put on by the NY4BL PAC from 5-7PM at the Hollow.
- New trustee handbooks are available to any library trustees that would prefer a hardcopy instead of using the digital link.
- Open house for Rawdon's retirement happening Wednesday, February 28th from 9-11AM here at UHLS. Please share within your library.

Judith

She sent an email a couple of days ago re: The Memory Project. This traveling exhibit idea was sent to us in recommendation by SALS, they had much collaboration with their local schools. It is fairly expensive and she will ask for legislative support if there's enough interest from our member libraries. She'll send out a simple poll on Monday to gauge interest. The exhibit is fairly flexible in size requirements.

Thank you ALTM for doing a trial run with our Books by Mail program.

We are evaluating the current ILL process and will eventually come back to the group once we have a recommendation, should the process need to change.

She received a call from CDLC regarding St. Rose and their closures: they are trying to make sure the CSR library staff has a place to land when they officially shut down. M. Metzger shared that APL has already hired one St. Rose employee.

Another installation of "I work at a Library but..." is happening on 2/29 with SALS and MVLS. Feel free to share this networking opportunity with your HR, PR, and finance staff.

Mary

Grant overview for her new youth outreach grant (Sex, Accurate Information for Youth, and Libraries) was emailed out mid-January. Deadline to submit the memo of agreement is Friday, March 1.

February 15 is the SRP children's programming virtual meeting. 13 other systems are involved and it will be recorded (3 hour event). The Teen version will happen on March 13. Summer reading nuts and bolts training for new employees with SALS and MVLS will be hosted on 2/29.

Today is the last day to take audiobooks from UHLS down below on the stacks – please take a look and take what you'd like.

Joe

NASS changed all loan rules to comply with AAC recommendations.

Jona

It's DLD annual report season! Reports are due to me by 2/16 for review – I will look them over in the order they are submitted. Please do not hit the submit button; email me when it's time to review. It was asked if someone had a spreadsheet to keep track of programming. APL tags everything now in Library Market – hopefully this will make things a lot faster. M. Tacke will share the spreadsheet that she's put together. G. Kirkpatrick asked if there is any end product produced by DLD to explain why they ask for all of these statistics sliced and diced. No one is aware of such product. T. Burke would be happy to forward this question to DLD.

UHLS still has a lot of PPE items we'd like to give away to you – feel free to take a look after the meeting.

Old Business

New Business

Annual report frustrations – agreed, there are some changed questions from last year that are now yielding edit checks when they aren't needed. It was asked how to report make and takes? Those should now be reported under Q3.31 as they are not live. Remember: board members are reported as of Feb. 1, 2024, but the training question is through 12/31/23.

Committee Reports

UHLS Board & Finance Committee – Usual meeting per J. Burke.

UHLS Administration Committee – no meeting

UHLS Services Committee – no meeting

Equity Committee – J. Wines noted they did meet and showed the group where to find the Equity Challenge information on the UHLS website. (There's a button on the homepage.) Reminder emails have started to go out highlighting data and to spark interest in issues relating to equity. Deadline to commit is April 5 and as of today, two libraries have joined the challenge, APL and VOOR. Challenge does come with the cash incentives – we need to know for these fiscal obligations.

Automation Advisory Committee – J. Chirgwin shared that the committee is still exploring ideas for digital cards. As of right now they think it would have to be per library and there would be a manual component. They are reviewing a manual document for wording. There are a couple of AI events happening over the next two weeks that she'll be attending, as she too is learning as they go on this topic. S. Hopkins asked about homebound patrons and getting them a digital card? Jane, they are working on a standardized process.

Central Library Advisory Committee – no report

eContent Advisory Committee – G. Kirkpatrick passed out a current spreadsheet and will email out a copy following his comments. Not much to report because we're only a month into the year. UHLS has received \$30k in ERO funds to date. Anne and Judith met with the Hoopla rep: they've had robust growth. Some of you have asked if you could decrease the amount of monthly checkouts in Hoopla– they are resistant – but yes. That is an option and UHLS could work with you to determine restrictions. Let Judith know by the March meeting if you want to lower to 4 circulation items each month.

Open Forum / Library Status Updates

T. Burke introduced N. Heyer as the interim director at GUIL.

VOOR has offered up a book drop to anyone would like it. It's waterproof, sturdy and really does the trick!

M. Tacke asked how many of our member libraries still offered paid leave specific to COVID – a handful in the room, including UHLS said yes. G. Kirkpatrick shared that either on April 1 or July 1 it'll go away with the budget.

K. Stempel shared that BERN will be hosting a speed dating event with local businesses on 2/18 from 1-3PM.

M. Tacke shared that back in September they had to ban a youth patron after they stole a laptop from the library. They have since entered the property and they did call the police to report the violation – would you guys extend the ban? At APL in order to return, they have to sit down with the director. If you refuse that meeting, then it's extended. Also at APL: if we ban a youth, then they can come in with a parent present.

BETH and APL both got visited by the FBI regarding their 3D printers and the potential to produce gun conversion pieces.

STEP had two 2 big boxes of Legos donated – K. Roppolo would love to pass some along, if you're interested please contact her.

E. Valente shared that COLN will raise the non-residency fee from \$25 to \$50 on March 1. Thank you to everyone who responded to her email.

A. Wilson motioned to adjourn. G. Kirkpatrick seconded. 11:36AM meeting adjourned.

Next meeting to be held in person at UHLS with a hybrid option available Friday, March 1 at 10AM.