



# UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Chair: Pete Petruski

Vice Chair: Elisa Valente

Secretary: Whitney Gitman

|    |                          |    |                        |
|----|--------------------------|----|------------------------|
| IP | APLM – Andrea Nicolay    | O  | NGRN – Mary Klimack    |
| IP | ALTM - Joseph Burke      |    | PTRB – Anita Wilson    |
| O  | BRLN – Sara Rogers       | IP | POES – Donna Riley     |
| O  | BERN – Kathy Stempel     | IP | RCSC – Lisa Neuman     |
| IP | BETH – Geoff Kirkpatrick | IP | RENS - Jane Chirgwin   |
| O  | BRUN – Sara Hopkins      |    | RVLL – Patrick Wynne   |
|    | 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 | IP | TROY – Tim Furgal      |
| IP | GRAF – Leanna Sweet      | IP | VAFL – Julie Weston    |
| IP | GUIL – Pete Petruski     | IP | VOOR – Sarah Clark     |
|    | HOOF – Mary Lucey        | IP | WTVT – Whitney Gitman  |
| IP | MEND – Sarah Kerr-Mace   | IP | WSTR – Amy Powarzynski |
| O  | NASS – Tracey Clague     | IP | UHLS – Chris Sagaas    |

Directors' Association

Date: September 5, 2025

Others in Attendance: J. Favreau; J. Wines; Mary Fellows

## **Hybrid meeting called to order by P. Petruski at 10:05AM.**

### **Minutes**

**MOTION:** T. Furgal moved to accept the August 1, 2025 minutes. E. Valente seconded. A. Nicolay abstained. Passed.

### **Updates from UHLS**

#### *Chris*

Our new app launched with very minimal friction. The UHLS managers will be discussing Vega next week. E. Valente noted that Vega is live and accessible to patrons. J. Favreau and I are working on and finalizing the budget for next year. CLAC will be meeting next week to also discuss the budget for 2026. The UHLS Services Committee will be meeting next week to review Construction Aid applications. EGRN, NGRN & TROY have upcoming votes – let's send them all positive vibes.

S. Hopkins noted that in the new app patrons can't freeze / unfreeze holds. You can do it using the desktop but not the app. She's emailed J. Thornton but didn't know if anyone else has been experiencing this – yes. J. Burke found a path via Phil Berardi but he also forwarded the issue and solution to J. Thornton, who's on vacation this week.

#### *Judith*

The period product mini grant applications are due later this month. Depending on the number of applications, she could potentially fund multiple bathrooms for one location. L. Neuman asked if they had to use the Amazon dispenser used in the application? No.

Thank you to everyone for redirecting the NYT web traffic. We're now curious to see the stats and will share them when J. Wines gets them. The NYT quote for next year will be on that reduced access.

ConnectCenter, a non-profit in Cohoes that does a lot of digital equity work for youth and partners with ELFUN, is curious if any of our member libraries would like to be a partner for receiving laptop donations for a month. They were profiled in Metroland this month. There was interest in the room – J. Wines will reach out with further information via email.

Translations of the library card application are now live and on the website. This was a question from East Greenbush – we like to hear what you need! J. Chirgwin asked if we could have a flyer in those languages made asking if anyone needs a card? Yes! D. Riley asked how long everyone keeps the application forms. Many agreed that we don't want patron data lying around – they destroy them after inputting them.

#### *Mary*

On September 24<sup>th</sup> she's hosting a CE opportunity at GUIL – the Science of Reading. The YS council will be meeting a week from today. She has an extra DVD rotating collection available; if you'd like it, please contact her. She's starting to collect summer reading statistics, which are due later this month. The YS department has a new hire – Caroline Purdy – stop in and introduce yourself if you'd like. She was previously a teacher in the Menands school district.

### **Old Business**

## **New Business**

Damaged items: D. Riley noted that there's been a lot of damaged items being checked in lately. We should be explaining to the staff what can't be accepted and if there's any question, please don't check in the item and mark it for review by the owning library. A. Nicolay read from APL's circulation manual: attach a problem item slip, still checked out to patron and send the item in a black bag via delivery. Add a note to the patron record and the item record with a description of the damage. UHLS' missing and damaged items policy is very similar. Both J. Wines and A. Nicolay agreed to share those policies via email.

C. Sagaas took an informal survey of those present: how many of your boards have an internal process for onboarding new trustees? About 2/3 of those in the room raised their hands.

E. Valente thanked everyone for answering the fax question via email this week!

## **Committee Reports**

UHLS Board & Finance Committee – J. Burke no meeting in August

UHLS Administration Committee – No meeting

UHLS Services Committee – No meeting

Equity Committee – A. Nicolay shared that the group had a really great conversation this morning regarding organization culture. To date, 12 libraries have completed 29 challenges – thank you to all who are participating! Challenge runs through next year, please consider signing up!

Automation Advisory Committee – No meeting

Central Library Advisory Committee – Meeting next Friday to discuss next year's budget. About 3 weeks ago J. Wines sent out an email to see if there were any resources you'd like the committee to consider – she didn't receive a single response. She's been working with NewsBank to get a systemwide quote – they've been hard to work with. Language line – one use a month is typical. She's willing to cover this expense if it's dropped from the budget but it is only \$500 per year.

eContent Advisory Committee – G. Kirkpatrick emailed the contributions list this morning. Shout out to CAST who has hit 287% spent! J. Wines shared that UHLS has been working with libraries regarding Hoopla. GRAF has ended service and COHS is also considering dropping too. S. Hopkins stated that she spends the same amount on Hoopla per month that she does for OverDrive, and it's (Hoopla) about a 10<sup>th</sup> in circulation. She'd love to double her spending in OverDrive. J. Wines said they'd be meeting on Wednesday and will be looking at survey results as a group. Email J. Thornton if in the new app it directs patrons to Hoopla instead of our collection.

## **Open Forum / Library Status Updates**

A. Nicolay reminded the group that DASNY has the last word regarding Construction Aid applications. They declined the masonry work applied for last year and now they will no longer be receiving the aid they were expecting. DASNY doesn't send a note of approval, they only reach out with issues.

K. Stempel shared an event: the 8<sup>th</sup> Annual Heldercon is happening September 20 from 11AM-4PM at Berne, we'd be glad to have you!

September 13<sup>th</sup> is the Greufus con at GUIL, 10AM to 3PM.

The next meeting will be held Friday, October 3 at 10AM.

**MOTION:** S. Clarke motioned to adjourn. D. Riley seconded. Passed

**11:23AM meeting adjourned.**