



# UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

ARLS Task Force meeting, 9/24/2020

x	Chair – Mary Fellows, UHLS
x	UHLS at Large Member – Natalie Hurteau
x	DA at large Member – Tim Wiles, GUIL
x	Medium library representative: Tracey Pause, VOOR
x	Large Library representative: Tor Loney, APL
x	Adult services representative – Liz Maynard, RCS
x	Children’s services representative - Amy McCarthy, GUIL
x	Teen services representative – Cathy Brenner, BETH
x	At large member – Tracey McSchane, BETH

ARLS Task Force meeting minutes, 9/24/20

**Meeting called to order by M. Fellows at 2:03 pm**

**Minutes:** The 9/10/20 were distributed and reviewed before the meeting and are now available on the UHLS website.

Time-keeper: L. Maynard appointed time-keeper

**Part I:**

- ARLS Goals and Objective Google DOCS:
  - M. Fellows shared the ARLS Google Docs
  - TF made three passes reviewing the ARLS Goals and Objectives:
    - First pass through:
      - Board: No changes made
      - Collection
        - The marketing objective was moved to its own goal.
        - An additional objective was made to include collaborating with the Econtent Committee (ECAC) on guidelines
      - Marketing goal was created
      - Current Staff Learning
        - There was discussion on proposing a goal for board learning. TF agreed on two years (12/31/2021)
        - Goal adjusted to include training by March of 2021
        - Bi-monthly book discussion to include articles, interviews and other resources
      - Programming: No major changes made
      - Staffing: No major changes made
    - The TF made a second pass through of the document to review/add activities under the specified goals:
      - Board
        - Address white supremacy culture in board training
      - Collections
        - Collaborate with ECAC on digital purchasing
        - Create an opportunity for members to share their ideas
      - Marketing
        - TF discussed the pros and cons of ARLS having a listserv vs social media platform, to share out its information with interested members. No final decision was made; will revisit topic as more information is gathered.
      - Current Staff learning

- Descriptions of different activities were changed to accommodating a broader range.
- Create an opportunity to share programming resources (like a program swap)
- Staffing
  - The TF discussed the ethics of a member library paying for exam reimbursement and ultimately decided that more research was required. Will look into other library systems and their civil service commissions.
- The TF made a third pass through on the Google Doc to assign area of interests:
  - Board – M. Fellows as UHLS staff representative and T. Wiles, N. Hurteau
  - Collections – N. Hurteau as UHLS staff representative and A. McCarthy and L. Maynard
  - Marketing- N. Hurteau as UHLS staff representative and A. McCarthy and C. Brenner.
  - Staff Learning – M. Fellows and N. Hurteau as the UHLS staff representative and T, Loney, T. Pause
  - Programming – N. Hurteau as the UHLS staff representative and T, Loney, C. Brenner, T. Wiles, A. McCarthy, and T. Pause
  - Staffing – M. Fellows as the UHLS representative and T. McShane
- Miscellaneous:
  - Task Item\* M. Fellows and N. Hurteau to get a timeline together for TF on their assigned goals

## **Part II. Website Outline**

- M. Fellows shared ARLS Website Outline Google Doc
  - The TF spent the remainder of the meeting outline the ARLS website that will live off the UHLS main website.
  - TF to create recommendations for UHLS libraries.

## **Part II. Wrap Up**

- M. Fellows led the TF in a debriefing discussion
- M. Fellows reminded the TF of the doodle poll sent out to mark the second meeting dates for November and December

## **Task Items:**

- M. Fellows and N. Hurteau to work on timeline for TF members and their goals
- TF to complete doodle poll

**Next Meeting: October 8<sup>th</sup> @ 2pm**

**Adjournment:** Meeting adjourned at 4:00 pm

Respectfully submitted, N. Hurteau

