



# UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

## SERVICES COMMITTEE

November 14, 2012

PRESENT: LouAnne Lundgren, Brian Hartson, Judy Brown, Daniel Curtis, Richard Naylor,  
Tim Burke, Heidi Fuge

3:00 PM – Meeting called to order by L. Lundgren, Chair

### I. UHLS MISSION STATEMENT

T. Burke handed out sample statements from other Library Systems, Public libraries and Fortune 500 companies. He posted a copy of the current Mission Statement on an easel and noted that he was informed by the UHLS Consultant at DLD that this Mission Statement is no longer acceptable and needs to be updated.

D. Curtis suggested that the way to begin creating a statement is to ask the question: “What best describes what we do here?” Committee members began to suggest words and phrases that described UHLS. D. Curtis suggested that a good word would be “strengthen.”

T. Burke noted that he has always liked the words “Coordination, collaboration and cooperation.” He “unveiled” the Mission Statement that the UHLS Management Team had created. Consensus that it was good but needed some modification.

Discussion about the concept “to ensure that together all residents have excellent library service.”

R. Naylor noted that libraries bring together people and information.

#### New Mission Statement:

*“We strengthen public libraries in Albany and Rensselaer Counties, providing essential services to connect people and information.”*

**MOTION:** L. Lundgren moved to recommend that the Board approve the new Mission Statement as stated above. D. Curtis seconded. Unanimous.

### II. DRAFT OF FREE DIRECT ACCESS PLAN

Committee members reviewed the Draft of the Plan and discussed it. T. Burke noted that the Directors Association approved this Draft by a vote of 16 yes to 1 abstention. The abstention came from Evelyn Butrico, Director of the East Greenbush Community Library.

The Free Direct Access Plan is required by the State and implies that everyone within a Library System has walk-in free direct access to the materials of every library within the System. The Plan also allows for local control over materials. In the proposed Plan, the threshold for permitting a library to restrict its collections is if 30% of the collection is used by patrons who are not from that Library’s chartered-to-serve area. In the old Plan, the threshold was 20%. At the proposed new level

(30%) there are four libraries that qualify for the right to restrict their collections to use by their chartered-to-serve patrons (based on 2011 statistics). The second part of the Plan contains a 10% threshold - this means that when 10% or more of a library's collections are used by residents in a single community outside the library's chartered-to-serve area, the library then has the option to put restrictions on library use by patrons from that community. T. Burke noted that the establishment of these guidelines is not an attempt to force any library to institute restrictions, instead it just gives them the framework to support any changes that they might want to make in how their collections can be used.

The sections of the Plan that drew the East Greenbush abstention vote were the sections dealing with unserved and underserved populations in the UHLS area. T. Burke explained that the East Greenbush trustees disagreed with the definition of underserved as it is used in the proposed Plan. In the Plan, if a library meets the NYS Minimum Standards, that defines them as a fully-serving library. The East Greenbush Board is concerned that these Standards are too low and that it could possibly allow for the establishment of a sub-standard "shoebox" library in areas that currently contract with (and pay) East Greenbush for library service, thus drawing off funds from East Greenbush but not providing acceptable library service and forcing their patrons to continue using the East Greenbush library.

There are three major unserved areas within UHLS: Town of Knox, Town of Schodack and Green Island. The Town of Knox and the Town of Schodack both contract with one or more libraries to provide services for their populations.

T. Burke noted that the UHLS position is about resource sharing and the more resources that are shared, the stronger all of the libraries become. Extensive discussion. T. Burke noted that the Plan can always be modified in the future.

**MOTION:** D. Curtis moved to recommend that the Board approve the Free Direct Access Plan as presented. J. Brown seconded. Unanimous.

### **III. CENTRAL LIBRARY DEVELOPMENT AID - DRAFT 2013 BUDGET**

The Central Library Development Aid Budget is developed every year by the Central Library Advisory Council (CLAC) which represents all of the member libraries in the System. The Central Library funds are granted by the State with the understanding that they will be used by the Central Library (Albany Public) for the benefit of all of the patrons in all of the member libraries. The Draft Budget presented to the Committee was approved by the Albany Public Library Board on November 13<sup>th</sup>.

T. Burke noted that over the past couple of years, CLAC has been steadily reducing the amount of funds allocated for database subscriptions and increasing the amount for all e-content including the subscription fee to OverDrive. CLAC members felt that this was supporting collections and services that serve all of the member libraries. R. Naylor noted that it is very important to keep up with the demand for e-content.

D. Curtis expressed concern about the removal of the online databases, especially Ancestry, and asked that this concern be kept in mind when developing future budgets. R. Naylor noted that several of the libraries have picked up some of the databases and are supporting them through their own budgets. There are statistics that show the decreasing use of the databases and it was not financially feasible to support them when there is a greater need for e-content. T. Burke noted that some of the databases are still available through the State Library's NOVEL program.

**MOTION:** L. Lundgren moved to recommend Board approval of the Central Library Development Aid Budget as presented. B. Hartson seconded. Unanimous.

4:14 PM: Meeting adjourned.

Heidi A. Fuge  
11/15/12