

MHLS Directors' Association
Minutes of Meeting, Sept 6, 2019
MHLS Auditorium

Columbia County			Dutchess County			Greene County			Putnam County			Ulster County		
	Chatham	DeLisle		Amenia	Herow		Athens	Gruber	X	Brewster	Loprinzo	X	Esopus	Dittmar
	Claverack	Schoep	X	Beacon	Raff		Cairo	Kamecke		Carmel	Buck	X	Highland	Dempsey
	Germantown	Place		Beekman	Fortier		Catskill	Ray		Cold Spring	Thorpe	X	Hurley	Decker
X	Hillsdale	Gaskell	X	Clinton	Bancroft		Coxsackie	Benson	X	Garrison	McCreery	X	Kingston	Menard
X	Hudson	Chameides		Dover	Buckley		Greenville	Flach	X	Kent	Donick	X	Marlboro	Jennerich
X	Kinderhook	Dragon	X	E Fishkill	Goverman	X	Haines Falls	Garcia	X	Mahopac	Capozzella	X	Milton	Skelly
	Livingston	Tremper-Wollerton	X	Fishkill	Spann		Hunter	Bain	X	Patterson	Harrison		New Paltz	Giralico
X	New Lebanon	Sears		Hyde Park	Callahan		Windham	Begley		Put Valley	Farabaugh		Phoenicia	Potter
	N Chatham	Wills	X	LaGrange	Debellis	MHLS Aldrich Shedrick Conlin							Pine Hill	Harp
X	Philmont	Farley		Millbrook	Finnegan								Plattekill	Georghio u
X	Valatie	Powhida	X	NE Millerton	Leo								Rosendale	Alexander
			X	Pawling	Avery							X	Saugerties	Scott-Childress
			X	Pine Plains	Stork								Stone Ridge	Ford
			X	Pleasant Valley	Pulice							X	Ulster	Priest
			X	PPLD	Lawrence							X	W Hurley	Lustiber
			X	Red Hook	Jardine							X	W Shokan	Lawlor
			X	Rhinebeck	Cook								Woodstock	Katzowitz
			X	Rhinecliff	Bartlett							Esopus – Brian James		
			x	Staatsburg	Rothman									
			X	Stanford	Christiansen									
				Tivoli	DelPriore									
			X	Wappingers	Harrison									

Meeting called to order by Chair pro- temp T. Lawrence at 10:00 am

Welcome to new directors: Victoria Herow, Amenia

Thomas Finnegan Interim Millbrook

Katie Scott-Childress moving from Saugerties to Rosendale

A. Action Items

1. Approval of Minutes: 6.11.2019 S. Cook moves, A. Dragon second. Passed unanimously
2. Online Patron Registration in Encore. Motion B. Avery second M. DeBellis
L. Shedrick offered clarification. Action memo will go out, libraries can choose to go with Sierra or have link to their own registration form. Passed unanimously
3. Town Code Field revisions. Motion by B. Avery second K. Scott-Childress. Passed unanimously.
4. P-Type as Library Affiliation indicator, freeing home library to be used as Patron pickup moved by B. Avery, second K. Scott-Childress. Passed unanimously
5. New material types for “e” content. Motion M. DeBellis, second A. Dragon. Passed unanimously
6. Approval of Guidelines for Overdrive Collection Development with CLDA and CBA funds.
Moved by A. Dragon second K. Salierno. Passed unanimously
7. Guidelines for Overdrive Collections Developed with Advantage Plus accounts. Moved by T. Farley second C. Donick. Passed unanimously

B. New/Proposed Business & Information

1. Annual Appreciation Luncheon- M. DeBellis will be organizing once again. Will be held after DA Business meeting Nov 6. Annual event with Directors hosting to thank MHLS staff for all they do for us. Flyer will be coming soon.

C. Reports

1. Advisory Committee Reports
 - a. System Services Advisory Committee (*next meeting 10/10*)
 - b. Central Library/Collection Development Advisory Committee report on meeting of 8.23.2019 (*next meeting TBD in 2020*)

T. Lawrence reported. Finalizing RBDigital magazine order. Universal Class will be available to everybody for 3 years. Reminder Consumer Reports is no longer available.
 - c. Resource Sharing Advisory Committee Meeting report on meeting of 8.6.2019 (next meeting TBD)

B.Avery reported. In addition to the action items approved previously committee discussed the new K Knowledge Base which will be unveiled soon. Reviewed Online Patron Registration Welcome letter and made corrections. Reviewed process MHLS uses to catalogue ebook records.
2. MHLS Report to Member Library Directors
 - a. L. Shedrick. Sept 25 moving hosting server from Syracuse to AWS (Amazon)

MHLS has reached out to all vendors with new IP address. Details can be found in [FAQ](#). Domain name will not change
 - b. Sierra Road Map- Text messages ready to go live. Will be on main screen of patron record in Encore. Staff should not enter mobile phone in mobile field. Patron needs to opt in in Encore to approve possible data charges from their provider. Briefing will go out to staff.
 - c. Decision Center- Hoping to start training in October. Will be a lot of documentation
 - d. New Knowledge Base- More user friendly. Will be rolled out soon
 - e. Telephone Notification- Being replaced with new teleforms system and hardware. Will have more information on date once available.
 - f. C. Conlin-Trustee Essentials coming up.
 - g. Turning Outward 2019 Wrapping up. Looking for participants for 2020
 - h. R. Smith- Aldrich-Union Vale Contract: Four impacted libraries have sent proposal. If Union Vale does not agree- certain services will be blocked. Proposed restrictions will be presented at Nov DA meeting if no agreement is reached.
 - i. C. Conlin. Copyright reminder- Make sure to use images with permission for reuse.
 - j. Reminder Sexual Harassment Prevention Training- All staff need to be trained by Oct 9.
 - k. R. Smith-Aldrich- MHLS Annual meeting 10/25 at FDR Library. Keynote speaker will be Miguel Figueroa.

Motion to adjourn by S. Cook Meeting adjourned 11:30 am

Lab Project Panel presentation on Programming followed business meeting

Respectfully Submitted,

Julie Kelsall-Dempsey