

MHLS Directors Association | Meeting Minutes

September 12, 2024 | Via Zoom

Columbia County			Dutchess County			Greene County			Putnam County			Ulster County		
	Chatham	Merk	X	Amenia	Herow		Athens	Benjamin	X	Brewster	Loprinzo		Esopus	Chance
X	Claverack	Schoep		Beacon	Murphy		Cairo	Tatavitto	X	Carmel	Perolli	X	Highland	Dempsey
X	Germantown	Place		Beekman	Fortier	X	Catskill	Leary		Cold Spring	Reinhardt		Hurley	Priest
X	Hillsdale	Gaskell	X	Clinton	Bancroft	X	Coxsackie	Benson	X	Garrison	Farabaugh	X	Kingston	Menard
X	Hudson	Chameides	X	Dover	Smith		Greenville	Flach	X	Kent	Donick	X	Marlboro	Jennerich
X	Kinderhook	Pavloff	X	East Fishkill	Salierno	X	Haines Falls	Elmo-Emel	X	Mahopac	Capozzella	X	Milton	Fonfa
	Livingston	Owens (interim)	X	Fishkill	Spann		Hunter	Johnson	X	Patterson	Harrison		New Paltz	Middleton
X	New Lebanon	Hoffman	X	Hyde Park	Palmer		Windham	Begley		Putnam Valley	Chaudhri	X	Olive	McHugh
	North Chatham	Wert	X	LaGrange	De Bellis							X	Phoenicia	Potter
X	Philmont	Whittaker	X	Millbrook	Tsahalis								Pine Hill	Vella
X	Valatie	Magner (interim)		NorthEast-Millerton	Leo-Jameson							X	Plattekill	Lanspery
			X	Pawling	Fisher								Rosendale	Scott-Childress
				Pine Plains	Campbell								Saugerties	Russell
			X	Pleasant Valley	Pulice								Stone Ridge	Ford
			X	Poughkeepsie	Lawrence							X	Ulster	Chenier (interim)
				Red Hook	Geller							X	West Hurley	Keene
			X	Rhinebeck	Savolaine							X	Woodstock	Gocker
			X	Rhinecliff	Bartlett									
			X	Staatsburg	Rothman									
			X	Stanford	Cerul									
			X	Tivoli	Farley							X	MHLS Staff	
			X	Wappingers	Campbell							X	Rebekkah Smith Aldrich	
												X	Laurie Shedrick	
												X	Laura Crisci	

Meeting Called to Order by Chair De Bellis at 10:00 am.

A. Action Items

1. Approval of June minutes. **Motion made by Menard, seconded by Smith. Passed by unanimous consent.**
2. The Resource Sharing Advisory Committee [RSAC] recommends that Mid-Hudson Library System adopt the revised regional code and that the Directors Association vote to support the adoption of the code as presented by SENYLRC. **Motion made by Schoep, seconded by Bancroft. Passed by unanimous consent.**
3. The Resource Sharing Advisory Committee recommends updating the current courtesy notice. **Motion made by Perolli, seconded by Farley.** During the discussion, there were questions about the clarity of the new wording and it was suggested that it be sent back to the RSAC. A poll was taken with the following

results: 74% in favor of sending the item back to the RSAC, 19% against sending the item back to RSAC, and 7% abstaining. The item is referred back to the RSAC for clarification of the wording.

4. RSAC recommends updating the Holds policy by adding the following entry following 3A: 3B. All member libraries are required to run the clear the hold shelf function each day that they are open. Items that are cleared must be checked in immediately and processed accordingly. Currently, there is no policy that requires the process of clearing items on the hold shelf and checking them in after 7 days. Libraries who do not clear the holdshelf are creating circulation service issues for all libraries. **Motion made by Dempsey, seconded by Chenier. A vote was taken by poll with 98% responding YES and 2% responding NO. Motion passes.**

B. New/Proposed Business & Information

None.

C. Reports

a. Advisory Committee Reports

i. System Services Advisory Committee

The Road Trip Exploratory Committee met on August 15. The members enthusiastically support moving forward with the planning of the program. The Committee will meet again on October 17.

ii. Resource Sharing Advisory Committee

Next meeting date TBD.

iii. Central Library/Collection Development Advisory Committee

Next meeting November 1.

The Ad Hoc OverDrive Committee will meet in October.

b. MHLS

i. Staff Report

- E-Commerce issue with Innovative has been resolved. Laurie has reviewed all transaction and payment errors have been corrected.
- A new books showcase has been added to Discover and the size of the buttons at the very top of the screen have been reduced.
- Laurie has completed LX Starter training with 27 libraries. A gallery of the eleven libraries that have been published is available to view.
- The Poughkeepsie Public Library is close to launching the patron mobile app, which will be available to all Mid-Hudson libraries. A launch kit will be posted on the Knowledgebase. The app can be customized for each library.
- The FCC is launching a new 3-year program, Schools and Libraries Cyber Security Pilot Program, which is available to schools and libraries to help the FCC both understand and counter the recent threats of cyber-attacks on both schools and libraries.
- Computer and equipment purchase requests through MHLS must be submitted by October 31.
- Due to increased cyber-security threats in Sierra, Mid-Hudson has begun blocking access to Sierra and Discover products based on the location of the user's IP address. Countries currently denied access are: Russia, China, Singapore, Hong Kong, Burma/Myanmar, Democratic People's Republic of Korea/North Korea, Philippines, Vietnam, Laos, Cambodia and Thailand. A patron facing web page has been added to Discover to prepare patrons traveling to these countries.

- There are multiple professional development and continuing education opportunities coming up, including a Sierra data entry series and a 211 information session.
 - Precedence has been set that defends a library board's right to be the only entity that may put a funding item on the ballot for your library so this backs up an earlier Court ruling when a town tried to defund an Association Library.
 - Essential Documents Inventory is due September 20.
 - Libraries can also provide access to NOVELny directly from their own web sites. Each library has unique URLs for all databases that track the usage that takes place using the library link.
 - Universal Class will no longer be available through MHLS as of September 30.
 - NYLA has been hard at work on state budget advocacy on behalf of libraries. Now is the time for member libraries to reach out to their representatives in the Assembly and the Senate to establish a relationship and tell their stories.
 - The Poughkeepsie Public Library District in partnership with the Mid-Hudson Library System (MHLS) and Revolucion Radio Online bring the Consulate on Wheels to the Mid-Hudson Library System Auditorium (105 Market Street, Poughkeepsie) Tuesday, October 8th through Saturday, October 12th.
 - The New York State Library has announced the “Digital Access for All” program in partnership with the New York Association on Independent Living (NYAIL), public libraries around the state are eligible to receive a free, in-person accessibility survey this fall.
 - Mid-Hudson is very close to signing the contract to extend with Innovative. A big thank you to Laurie for her super star negotiating skills.
 - A new product will replace the old SMS texting system and the telephone notification system will be moving to the cloud.
 - The Union Vale Library was given a provisional charter in July by the NYS Board of Regents. Their board has reached out to discuss system membership and is working to set a meeting date with them to walk them through the new procedures approved by the DA and the Board.
 - The MHLS Annual Membership Meeting is planned for Friday, October 25th at The Wallace Center at the Franklin D. Roosevelt Presidential Library in Hyde Park. The keynote speaker will be Lisa Varga, Executive Director of the Virginia Library Association and Library Journal’s 2024 Librarian of the Year. Ms. Varga’s talk is entitled: *Opening Minds, Closing Doors: The Threat of Censorship in Libraries*.
 - Phoenicia Library has done something no library in the country has done before – they have been certified as a passive house Library meaning they designed their building to be so energy efficient they actually pay less in a larger building than they did in their old smaller building.
- ii. Board Liaison Report
- Matthew Pavlov, the Director of the Kinderhook Memorial Library, attended the MHLS Board meeting on July 17. The Board asked that he pass along their thanks for everyone’s work on the Members Assessment and the Path to Membership Procedures. They appreciate the partnership that everyone demonstrates.

Carol Donick spoke about a fraudulent check for over \$7,000 written on the library’s account that was caught. The library has begun to use Positive Pay through their bank which was complicated to set up but is now going smoothly.

Several libraries have received FOIL requests for staff salaries from American Transparency.

There being no further business, motion to adjourn at 11:12 am was made by Schoep, seconded by Elmo-Emel and passed unanimously.

Respectfully submitted by Michele Capozzella, Secretary

Next:

- DA Workshop: Project Management September 25, 2024 10:00 am
- DA Business Meeting: November 13, 2024 at 10:00 am