

Mohawk Valley Library System

Director's Report

October, 2014

Administration & Governance

Bernard Allanson, a former President of the Friends of the SCPL, has accepted your appointment to the vacant Schenectady County seat on the MVLS board. Welcome Bern! We are planning an orientation session for Bern sometime before the November board meeting.

We have received the 2014 Bullet Aid, which was allocated to libraries in Fulton, Schenectady and Schoharie Counties. Bullet Aid is the more recent name for what used to be called "member items". It is distributed through the NYS Senate majority, which in 2014 means that libraries with a Republican state senator get funding. MVLS also received an award this year, which is allocated for technology. Most likely, most of the MVLS award will go toward JA activities.

Matthew Forst is the newest MVLS employee, filling the temporary part-time position created to keep MVLS ILL services operational after Val Catlin retires. Matt is working well with the MVLS staff.

Val Catlin's last day on the job at MVLS was October 31. The staff held a non-party on that day – Val would not consent to any big fuss. Several retired staff members attended, and a good time was had by all. Val's 36 years of service to MVLS member libraries will not soon be forgotten.

The 2015 budget proposal is ready to go for the annual Budget Hearing, which will take place at the beginning of our November 20 Board Meeting. The proposed 2015 budget is balanced at \$1,517,117. We have significant savings in both salaries and benefits, as well as in the Foundation start-up expenses. The staff will be working to develop ideas on updating MVLS services in 2015. We are also proposing taking care of some deferred maintenance items on the building. Please see the budget at: <http://www.mvls.info/wp-content/uploads/2014/11/Budget-2015-Proposal1.pdf> for more information.

We also have some proposed amendments for the 2014 MVLS budget, to include additional Foundation income and expenses and 2014 Bullet Aid. The proposed amendments are found at: <http://www.mvls.info/wp-content/uploads/2014/11/Budget-November-2014-Amendments1.pdf>

The Audit and Finance Committee will meet immediately after the November 20 Board meeting to go over the Administrative policies. Committee members will be sent the link for the draft policies.

Automation and Resource Sharing

The JA Council will meet on November 12. We expect to have some additional 2014 JA budget amendments. The server and Polaris software upgrades are scheduled for December – February.

The Central Library Advisory Committee met on October 20. The committee will meet again on November 18. In addition, we will discuss central library services at the December 4 Director's Council

meeting. Our goal is to develop a framework that includes a gradual change in how Central Library funds are used to provide service to all residents of the MVLS service area.

On October 15, Val, Matt and I met with representatives from CDLC and UHLS to discuss region-wide resource sharing and interlibrary loan. Other library systems and councils will be surveyed to determine if there are better, more collaborative ways to provide this service.

As part of the big fall publishing push, 487 preview titles arrived from publishers. Seven sets of preview books rotated to member libraries and branches for previewing. Returning sets were either added to JF/Teen/Graphic Rotating collections or were offered to member libraries and branches. Sue's Bookapalooza giveaway for fiction titles will begin in mid-November. The remaining titles will be offered to the attendees at our December Best of the Best Workshop.

We do appear to have a new trend for delivery. After a year of steady declines, volume is now fairly stable.

Outreach Services

The 2014 Corrections and Institutions grants are being spent, with materials provided to the county jails through the Institutions aid, and to the state Hale Creek facility through Corrections. Lois is exploring the possibility of offering programs to Hale Creek.

The Schoharie County Human Services Coordinating Council has a new project: community needs assessments for health care and information. Lois is gathering information from member libraries.

Adult Services

The NYSCA Book Discussion and Authors Among Us programs continue to go well. Lois has taken advantage of a related grant opportunity from NYSCA which, if funded, will help two libraries, St. Johnsville and Northville, incorporate ebooks and tablets into the book discussion programs. This should help with providing access to titles and with accessibility, since the tablets allow for large print and audio access.

Lois attended a program at SUNY that provided many offerings for libraries looking for program ideas. She is also planning a workshop for January on NY Heritage and digitization, which will be incorporated into the NEH project if it is funded.

Lois' Meeting & Field Visits 10/9- SUNY programming workshop; 10/14 – Barnes and Noble with Schenectady County Jail; 10/15 – MaryAnn Warner; 10/15- Schoharie County Human Services Coordinating Council; 10/21- NYSCA book discussion at MID; 10/23 – TASC workshop

Youth Services

Mary Fellows from UHLS is working with Sue on the NYS Ready to Read Community Analysis materials presentation for the Early Literacy Double Header workshop held on October 2. The afternoon Customer Service Storytime Management Workshop, presented by Don Sinton, from Stepping Stones Learning Center in Rochester, was a great success. Registration fees and a travel reimbursement is offered through the grant to MVLS attendees (FTP; SCP; MID; SHS). Continuing Ed credits are given to all those in

attendance. Handouts from both workshops were added to our MVLS website, and submitted to the Library Development Ready to Read Training Cohort website initiative. Sue will be following up with our members to assist with their encouraged and individual Early Literacy Community Assets analysis.

Sue is working with science volunteer John Marshall on additions to our Science @ the Library programs with some new science programs, and clean-up of others. The grant financial reports were worked on with Kathy and Joe.

Three libraries (DUA/MTP/SCP) had duplo/lego building programs in October borrowing 10 bins of legos.

The picture book reorganization project continues at Ft. Hunter. The next libraries that will implement this project are Amsterdam, Northville and Fonda.

Sue's Workshops, Meetings & Field Visits: Double-Header: Early Literacy Community Asset Analysis & Storytime Management Workshops, Colonie, 10/2; Field Visit/Picture Book City, FTH, 10/3; Interview, ILL, MVLS, 10/6; Science @ the Library Meeting/John Marshall, MVLS, 10/6; Field Visit/Picture Book City, FTH, 10/7; SCRLC Customer Service Workshop, Ithaca, 10/15; TASC: Test Assessing Secondary Completion Workshop, MVLS, 10/23; KWIC Conference Call, DLD, 10/24; Picture Book City Planning Meeting, MVLS, 10/24; Ready to Read at New York Libraries Advisory Group and Training Cohort conference call, 10/28; Central Library Planning Meeting, SCPL, 10/30; Val's Parting Break (sob), 10/31

Member Services

Upcoming workshops include the following:

November 6-8: NYLA Conference in Saratoga Springs. MVLS will once again offer mini-grants to member libraries to encourage attendance.

December 4: The Best of the Best! books of the year with Carol Clingan

January 8: NY Heritage, Local History & Genealogy

February 12: Summer Reading Program workshop

February 25: NYLA Library Advocacy Day!

On October 23, Jesse Royslance, Director of Adult and Continuing Education for the Schenectady City School District and member of the NYS TASC workgroup for NYS Education Dept. presented a workshop on TASC, Test Assessing Secondary Completion, as a replacement for the GED. He clarified the process as much as possible since it's a moving target and still changing through 2016 and maybe thereafter.

Over the last month, I have been researching the library requirements for OSC Tax Cap reporting. It turns out that we have several libraries that have not been doing this required reporting. MVLS produced a "cheat sheet" that libraries can use to make sure they are in compliance. I know of 4 libraries that have now started the process. The next step will be helping libraries understand the new tax freeze requirements, and finding ways to help them make the best choices for their local situations.

Advocacy & Awareness

The Foundation Event Committee continues to put a lot of work into the "Evening with Mike Lupica" event, which is scheduled for November 13, at Schenectady Community College. Committee members

have been working to secure sponsorships and are using their networks to build interest and sell tickets for the event. So far, both sponsorships and ticket sales have been slow. The original hope had been that this event would provide funding for grants to member libraries, but it now looks like that may have to wait until after additional contributions and grants are received. The Foundation Board continues to meet on the second Friday of each month.

In late October I facilitated several community focus group sessions for the Fort Hunter Free Library. The goal is to help the library become more sustainable by building community engagement and funding.

The NYLA conference will be held in Saratoga Springs from November 5-8. Sue, Lois and I will be attending. Much of my conference time will be devoted to advocacy and marketing sessions, which, I hope, will provide some inspiration for our planning efforts.

Meetings, Contacts & Field Visits

10/1/2014	HFM School Library System Council
10/2/2014	Foundation Board Michael Burnett, Northville Public Library Karen Bradley, Schenectady County Public Library Ron Barrows, The Barrows Group
10/3/2014	Keith Seeber Whitney Hubbard, Fort Plain Free Library Christine Cowieson, Schenectady County Community College
10/6/2014	Esther Swanker Matt Forst, Mohawk Valley Library System Ron Barrows, The Barrows Group
10/7/2014	Esther Swanker Dusty Putnam Mal Martin William P. Leitch Matt Forst, Mohawk Valley Library System Michael Burnett, Northville Public Library Ron Barrows, The Barrows Group
10/8/2014	Sarah Beekman Beverly Osborne, Fort Hunter Free Library Michael Burnett, Northville Public Library Glenn Winter, T.M. Byxbee, CPA, PC Ron Barrows, The Barrows Group
10/10/2014	Capital District Library Council Foundation Board Foundation Event Committee
10/14/2014	Esther Swanker Division of Library Development, NYSED Bonnie Keller, NBT Bank Michael Burnett, Northville Public Library

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10/15/2014 Dusty Putnam
Capital District Library Council
Bonnie Keller, NBT Bank
Glenn Winter, T.M. Byxbee, CPA, PC
Ron Barrows, The Barrows Group
Tim Burke, Upper Hudson Library System

10/16/2014 Cheryl Cufari
MVLS Board of Trustees
Ron Barrows, The Barrows Group

10/17/2014 Cheryl Cufari
Esther Swanker
Foundation Board
Kathryn McCary, McCary & Huff
Ron Barrows, The Barrows Group

10/18/2014 William P. Leitch
Karen Bradley, Schenectady County Public Library

10/20/2014 Esther Swanker
Bernard Allanson
Cheryl Cufari
Foundation Event Committee
Kathryn McCary, McCary & Huff
MVLS Board of Trustees
MVLS Member Library Directors

10/21/2014 Cheryl Cufari
Esther Swanker
Beverly Osborne, Fort Hunter Free Library

10/23/2014 Janet Sand
Gordon Beebe
Gerald Peters
Beverly Osborne, Fort Hunter Free Library
Barbara Madonna, Gloversville Public Library
Erica Wing, Johnstown Public Library
Bonnie Keller, NBT Bank
NYS Comptrollers Office
Ron Barrows, The Barrows Group

10/24/2014 Foundation Event Committee
Christine Cowieson, Schenectady County Community College
Ron Barrows, The Barrows Group

10/27/2014 Ron Barrows, The Barrows Group

10/28/2014 Beverly Osborne, Fort Hunter Free Library
MVLS CSEA Unit
MVLS Member Library Directors
MVLS Trustee Education Session
Michael Burnett, Northville Public Library
Karen Bradley, Schenectady County Public Library
Devon Hedges, The Community Library
Community Focus Group - FTH

10/29/2014 Capital District Library Council
Terry Pavoldi, Middleburgh Public Library
MVLS Member Library Directors
Michael Burnett, Northville Public Library

10/30/2014 Esther Swanker
Bonnie Kerr
Karen Balsen, Division of Library Development
MVLS Central Library Advisory Committee
Community Focus Group - FTH
Hugh T. Farley, New York State Senate
James L. Seward, New York State Senate
Ron Barrows, The Barrows Group
Community Focus Group - FTH

10/31/2014 Chuck Tallent, Canajoharie Library
Foundation Board
MVLS Board of Trustees
MVLS CSEA Unit
MVLS Staff
Bonnie Keller, NBT Bank
Karen Bradley, Schenectady County Public Library
Glenn Winter, T.M. Byxbee, CPA, PC
Ron Barrows, The Barrows Group
Scott Osswald, The Chamber of Schenectady County