

**Mohawk Valley Library System
Director's Report
November - December 2017**

Administration & Governance

The MVLS CSEA union agreement called for a 2.5% pay increase effective January 1. Longstanding practice has been to provide the same salary and benefits to non-union employees. Best practice is for those increases for non-union employees to be officially approved by the board. This will be an agenda item at the January meeting.

The New York State Family Leave Act goes into effect 1/1/2018. Since this is a rider to the NYS disability insurance policy, we have elected to treat it the same as disability for MVLS employees. It is longstanding practice (although not a part of either the union agreement or the Personnel Manual) that MVLS provides Disability to employees without deducting the premium from employees. We followed that practice for NYS FLA. This, also, should be formally approved by the board. The total annual cost is \$336.60 for disability and \$514.60 for Family Leave Act coverage.

This year is the final year in the current union agreement. We will probably begin negotiations this fall. Adding the language about disability and NYS FLA will be on the agenda.

We have received the annual audit review proposal from T.M. Byxbee. The 2018 cost will remain the same, at \$3,750 for MVLS and \$2,850 for JA.

We had our first weather delay of the winter on December 22. Schalmont schools were closed, and our general rule is that if Schalmont is either delayed or closed, MVLS will open at 10:00. Occasionally, if the weather is truly dangerous, MVLS will close.

Automation and Resource Sharing

The JA Council will hold the first meeting of 2018 at SALS on January 10. That meeting will be the final JA discussion on fees for 2019, and JA will forward a recommendation to the MVLS and SALS boards based on the outcome of the various member meetings held in November and December. Here is an overview of what I expect the JA to recommend. There is a broad consensus that JA needs to change the fee formula to protect JA finances from income reductions resulting from decreased circulation and item counts in the system. The fee formula starting in 2018 will be designed to produce a specific fee income dollar amount, with each library's share based on their relative circulation and holdings. There is also a broad consensus for a 3.5% increase in fees for 2019. The plan is to continue with similar increases each year until the JA budget is once again balanced. This is expected to take 3-4 years.

We are finally making progress on the patron address project. As of January 1, libraries will be able to enter data in fields for library service area, town and school district. We are hopeful that within a few months JA will implement a system to automatically enter data in those fields based on the latitude and longitude coordinates of a physical address. This will greatly improve the data that we have available on who is using our libraries.

Delivery volume continues to decrease, with 2017 volume 4.5% lower than 2016. Still, more than 1.5 million items went through MVLS delivery in 2017, making delivery an extremely impactful service for our members and for library users in MVLS. The decrease in delivery volume directly mirrors the decrease in library circulation of physical items.

Many shared collections were updated a year's end including the audio and video rotating collections, and the large print and graphic novel collections. We also now have the annual shared eResources numbers. There are now more than 12,000 items in the shared eResources collection, with annual circulation at over 90,000; an 8% increase over 2017. Altogether, this pooled collection is supported by more than \$120,000 in member and system funds creating tremendous value, particularly for the smaller member libraries, who would not be able to offer eResources at all without these shared collections.

As the product of several Central Library Advisory Committee meetings, we now have an approved 2017 CLDA Final Reports and an approved 2018 CBA plan. Both are posted on the MVLS website at: <http://www.mvls.info/insidemvls/mission-plan-of-service/plan-of-service/>. The proposed 2018 CLDA plan is also there. This document requires board approval; an agenda item for the January meeting.

MVLS received 2,191 total preview titles from publishers for 2017; 15 less than 2016. Sets continue to rotate between participating member libraries. Preview book titles that are returned are offered to member libraries, added to the 1,000 Books bags, or added to the MVLS rotating collections.

Member libraries borrowed 188 system-owned STEM items, including Legos, in 2017.

Outreach Services

Lois is working with the Hale Creek librarian to finalize the next "Write for Your Life" program series. She is also working with them on magazine and book acquisition.

The Fulton County Jail has received their books, and is also investigating the "Write for Your Life" writing series.

Adult Services

The first 3-system Adult Program Swap is scheduled for January 11 at MVLS. SALS, UHLS, and MVLS are working together to help our libraries exchange ideas and best practices.

We are preparing for another year of the NYSCA book discussion programs. Lois has been working with the participating libraries on implementing Project Outcome as an evaluation tool.

Lois' contacts & visits: 11/1 – MID Project Outcome Training; 11/1 – COB Project Outcome Training; 11/1 – Infomingle @ SCP; 11/4 - NYSCA Program STJ; 11/8 – NYLA Outreach Meeting; 12/7 Statewide Outreach Call; 12/8 Met with Deanna (UHLS) and Erica (SALS); 12/14 – RIO- Reference, Instruction, and Outreach @ CDLC

Youth Services

Sue and Mary Fellows are planning for the 2017 Summer Reading Program workshop to be held February 1 at SCPL. This year's manuals were distributed to members, and MVLS has two hard copies cataloged and available for borrowing. Catalogs for posters and materials were distributed to member libraries and showcase performers were invited to highlight their programs, with three commitments so far. The joint planning meeting with UHLS libraries for the 2018 Read It Forward Project will be in early January. Participating libraries select one teen title, which is then purchased and "offered" to teens to read during the summer, and then pass on to another teen.

Our storytime training NYS Family Literacy Grant project was updated by Joyce Laiosa, and she presented the 2017 training in November for six participants.

Mary Fellows from UHLS will present our March 1 workshop at SCPL on "Everyone Serves Young Children," the final workshop from the NYS Ready to Read project.

Sue's meetings, contacts & field visits: Speaker transportation and dinner, 11/1; MVLS/UHLS Middle Childhood Matters Workshop, Guilderland, 11/2; NYLA Conference, Saratoga, 11/9-10; Science @ the Library, GNV, 11/13; Early Literacy Storytime Workshop, ROT, 11/15; Booklist Webinar, 11/28; SRP Webinar, 11/30; Library Con Live Virtual Conference, 12/6; Society of Illustrators' Event, NYC, 12/11 Ready to Read Webinar, 12/13; SRP Planning Meeting, UHLS, 12/19

Member Services

Upcoming workshops include the following:

January 4 – Best of the Best & Director's Council
January 11 – Adult Program Swop
February 1 – Summer Reading Program Workshop
February 28 – NYLA Advocacy Day
March 1 – Everyone Serves Young Children
March 8 – Central Library Workshop – Bridges Out of Poverty
March 28 – Adult Program Swop

MVLS has two member libraries seeking new Directors; Canajoharie and Sharon Springs. I have been in contact with both to offer system assistance in planning and in recruiting new directors. Both Johnstown and Cobleskill are also searching for professional staff. It is becoming more difficult for libraries to fill professional positions.

The year's end provides lots of statistics for analysis and reflection. For example, I recently provided libraries with the annual cross borrowing statistics. These illustrate the impact of the system: for the typical MVLS library, 30% of the onsite borrowing goes to users from other libraries, illustrating the public embrace of free direct access; and 26% of the borrowing at the typical member library is from items borrowed via interlibrary loan, shared and rotating collections. Other annual statistics show many MVLS libraries experiencing the nationwide drop in physical item circulation, but also reveal MVLS libraries doing very well with class and event attendance, identifying a strong growth area for public libraries in general.

Advocacy & Awareness

NYLA Advocacy Day is scheduled for Wednesday, February 28 at the Empire State Plaza in Albany. We typically carpool in the MVLS van with the day starting around 8:30 and ending about 2:30 back here at MVLS. Please participate in whatever way works for you, and encourage others from your community to attend. Every indication is that this will be a very tough budget year and that libraries will be doing well if we maintain flat funding. The Governor has not yet released his budget, but we know we will need extensive advocacy to avoid a cut in library funding.

Wade will present a version of his Library Stories project at the January meeting, and is also preparing for the January Communications Committee meeting.

Both Johnstown (through Libby Post) and Gloversville continue to do extensive community engagement. Wade is writing up a final report for the Gloversville effort, and we will then transition into strategic planning for Gloversville. Amsterdam and Fort Hunter are next to begin the 21st Century Libraries initiative.

Meetings, Contacts & Field Visits

11/2/2017	Christina Knee Katherine Hawkins Erica Wing, Johnstown Public Library
11/3/2017	John Naple Whitney Hubbard, Fort Plain Free Library
11/6/2017	Ruth Reeve, Gilboa-Conesville Central School MVLS Member Library Directors Sara Dallas, Southern Adirondack Library System
11/7/2017	MVLS Member Library Directors Sara Dallas, Southern Adirondack Library System
11/8/2017	JA Council NYLA Sara Dallas, Southern Adirondack Library System
11/9/2017	NYLA PULISDO
11/10/2017	NYLA
11/11/2017	NYLA
11/13/2017	Hanna Conbeer, Canajoharie Library & Art Gallery Eric Laughlin, Council Services Plus Whitney Hubbard, Fort Plain Free Library Foundation Board
11/14/2017	Capital District Library Council MVLS Central Library Advisory Committee Catherine Caiazza, Schoharie Free Library Sara Dallas, Southern Adirondack Library System
11/15/2017	Christine Pesses

11/16/2017	Michael Burnett, Northville Public Library Karen Bradley, Schenectady County Public Library Katherine Hawkins Christina Knee MVLS Board of Trustees Devon Hedges, The Community Library
11/20/2017	William P. Leitch MVLS Member Library Directors Sara Dallas, Southern Adirondack Library System
11/21/2017	John Naple Katherine Hawkins Nicole Hemsley, Amsterdam Free Library Karen Bradley, Schenectady County Public Library Sara Dallas, Southern Adirondack Library System
11/27/2017	MVLS Member Library Board Presidents MVLS Member Library Directors
11/28/2017	William P. Leitch Nicole Hemsley, Amsterdam Free Library
11/29/2017	Nicole Hemsley, Amsterdam Free Library Michael Burnett, Northville Public Library
11/30/2017	Lora Newell Pamela Crandall-Luby Karen Bradley, Schenectady County Public Library
12/4/2017	Pamela Crandall-Luby Christina Knee MVLS Member Library Board Presidents MVLS Member Library Board Presidents MVLS Member Library Directors Devon Hedges, The Community Library
12/5/2017	Pamela Crandall-Luby Division of Library Development, NYSED MVLS Member Library Directors PULISDO
12/6/2017	Hanna Conbeer, Canajoharie Library & Art Gallery MVLS Member Library Directors Karen Bradley, Schenectady County Public Library
12/7/2017	Eric Laughlin, Council Services Plus JA Finance Sara Dallas, Southern Adirondack Library System
12/8/2017	JA Committee
12/11/2017	Marion Grimes Sara Dallas, Southern Adirondack Library System
12/12/2017	Ava Douglass Barbara Madonna, Gloversville Public Library Michael Burnett, Northville Public Library Sara Dallas, Southern Adirondack Library System
12/13/2017	HFM School Library System Council JA Finance

12/14/2017 Dawn Lamphere, The Margaret Reaney Memorial Library
Beverly Osborne
Division of Library Development, NYSED

12/15/2017 Eric Kass, Fort Hunter Free Library
Capital District Library Council
Whitney Hubbard, Fort Plain Free Library
Tim Burke, Upper Hudson Library System

12/18/2017 Whitney Hubbard, Fort Plain Free Library
Erica Wing, Johnstown Public Library
Jermy Johannesen, NYLA

12/21/2017 Karen Bradley, Schenectady County Public Library

12/22/2017 Bonnie Kerr
Nicole Hemsley, Amsterdam Free Library
Barbara Madonna, Gloversville Public Library
Erica Wing, Johnstown Public Library

12/27/2017 Christine Pesses

12/28/2017 Whitney Hubbard, Fort Plain Free Library

12/29/2017 John Kirkpatrick
Whitney Hubbard, Fort Plain Free Library
Erica Wing, Johnstown Public Library
Karen Bradley, Schenectady County Public Library