

Mohawk Valley Library System

Director's Report

June & July, 2014

Administration & Governance

Tony Gaddy was appointed as a Schenectady County representative trustee on the MVLS Board at the June MVLS board meeting. Tony's Oath of Office has been filed, and he will join us at the August meeting as a new board member. Welcome Tony!

Unfortunately, we also have a new vacancy on the board. Gordon Beebe has resigned. We will need a new representative from Montgomery County, as well as a new Treasurer. Gordon also resigned from the Foundation board. He is remaining (for now) the President of the board at the Amsterdam Free Library.

On the good news front, we have begun receiving state aid! It is always amusing to see how the process changes every year. But who's complaining? This is the earliest we have received aid payments in a long time. Total state aid increased by \$11,450 over 2013 amounts.

Since we now have unofficial state aid numbers, we have the information we need to do meaningful budget amendments. The proposed amendments are on the MVLS web site for the August board meeting. These amendments add \$62,749 in income and \$58,911 in expenses. Most of the change is due to state aid, bullet aid, Foundation activities, and the approved lighting project. Our member libraries are scheduled to receive a total of \$41,000 in bullet aid payments, which increases our budget on both the income and expense sides. Libraries in Fulton, Schenectady and Schoharie counties receive bullet aid. I have not included the proposed \$15,000 that MVLS may receive in bullet aid, since we do not yet know how or when that money will be utilized. With luck, that aid will be part of our November budget amendments.

The New York State Not For Profit Revitalization Act went into effect on July 1. This new law changes Not For Profit Corporation Law, which affects all libraries to some extent, and affects Association libraries and library systems more directly. NYLA and DLD are working to sort out the provisions that apply to libraries, and to recommend actions on the part of library boards. One section of the law that definitely affects libraries is new requirements for Conflict of Interest policies. MVLS has an existing policy, but this existing policy does not meet the provisions of the new law. Kathryn McCary has written a new draft policy, which is available on the MVLS web site at: <http://www.mvls.info/wp-content/uploads/2014/07/conflict-of-interest-draft.pdf>. The board will consider this policy at the August board meeting.

The National Grid Lighting Project work should be done within the next few months. We are waiting to hear on a specific schedule.

Automation and Resource Sharing

The JA Council met on July 9. The main items for discussion were the recently completed firewall penetration testing, and coming server and software upgrades. The JA system is quite secure, and was not vulnerable to hacking. There is a lot of work to be done in developing and approving security policies. You will be asked to approve JA security policies at a future meeting.

Security concerns have led JA staff to recommend that the consortium acquire new servers rather than move to cloud-based service. Funding for this server replacement is in the 2014 JA budget. We will again explore getting out of the server business when the new servers are obsolete in five years. This server upgrade is informing the schedule for the next Polaris automation software update. The plan is for the next version to go live in February 2015. The new version will affect service in two important ways. First, Overdrive e-resources circulation will be integrated into Polaris. Second, the new update will give libraries access to the LEAP product that will allow staff to use the web to provide some library services in remote locations.

On the subject of e-resources, the member libraries have again elected to maintain their current commitments to system-wide e-resources. The budget for 2015 will remain the same as the last two years: \$60,000. Each library's share is determined by their percentage of total circulation. MVLS invoices members for this amount in December, and libraries can choose which calendar year they want the payment in.

Outreach Services

The 2013/14 Adult Literacy Grants – projects at Schenectady and Gloversville – are complete, and the final report has been submitted to New York State. That final report requires board approval, which we will take care of at the August meeting.

The Outreach Advisory Committee met on June 12, and approved the sole applicant for a 2014/15 Adult Literacy grant. The Amsterdam Library was awarded a grant of \$3,800 to provide *The Ready to Work Series*. They will collaborate with FMS Workforce Solutions to assist individuals with all of the key components necessary to procure employment.

Through Lois' participation on the Schoharie County Human Services Coordinating Council, libraries in Schoharie County are able to participate in a program to offer families in the VITA program access to various online resources that these families may not be able to access from their homes. Libraries will set specific dates and times when public computers are reserved for this use.

Adult Services

The 2014 NYSCA book discussion programs are ongoing and are progressing well. We have three libraries interested in Authors Among Us programs for this year. Schenectady is repeating a writing workshop for teens with Coleen Paratore, Amsterdam is offering 3 sessions with Maureen Hand focused on writing poetry, and Canajoharie is working on a presenter for flash fiction writing.

The applications for 2015 NYSCA projects have been submitted.

Lois has submitted a draft of the NEH grant application for comments to the NEH, and will edit the final application based on their comments. She continues to meet with libraries and consultants to develop program options and a marketing plan for the project.

Lois' Meeting & Field Visits June 2- Virginia Wilday, SHS; June 5 – Director's Council; June 11- Todd DeGarmo, GLE; Gail Winter-CPH; Laura Fisher-MEC; and Karen DeAngelo-BUR; June 12 – Outreach Advisory Council; June 18- Schoharie County Human Services Committee; June 19 – CARE Meeting, AMS June 19- Buzz Media, Inc; June 24- Joanne DeVoe Associates; June 24- MID for book discussion; June 26- Jennifer Ferriss, Jill Ryder, Sue Rokos

Youth Services

The Summer Reading Program is in full swing. Libraries are hosting programs supported by the Family Literacy grants, are hosting 4-H partnership programs and partnering with MiSci. Sue is assisting libraries with the Evanced online software. The 2013/14 State Family Literacy grant final report has been submitted. The final activity of that grant, which ended on June 30, was for libraries/branches to receive \$195 for STEM related programming. Nineteen libraries/branches participated. The 2014/15 Family Literacy grant has been approved in the amount of \$7,629, a slight increase over the previous year.

Science in the Summer programs are also ongoing. Sue and the GE retired engineers have been to many libraries to present programs. The full schedule is available on the MVLS web site at: <http://www.mvls.info/services/youth/science-at-the-library/>.

Sue attended the American Library Association conference in Las Vegas at the end of June. Sue's participation on the Odyssey committee to select prizewinning audiobooks necessitated her attendance at the ALA conference. MVLS regularly receives new audiobooks for Sue's review as a part of this participation. These materials will form a new children's/teen rotating collection for interested member libraries.

Picture Book City remains a popular initiative among our member libraries. Several additional libraries, including Fort Hunter and Northville, will be implementing the program over the next few months.

Sue's Workshops, Meetings & Field Visits: Field Visit, QUA, 6/4; Director's Council, MVLS, 6/5; SRP Meeting, 6/10; Creative Spaces and Family Engagement Webinar, MVLS, 6/12; Field Visit, FTH, 6/16; 6/17; SRP State Launch, SCP, 6/18; Field Visit, FTH, 6/20; 6/23; Foodworks Planning Meeting, MVLS, 6/26; ALA Conference, Las Vegas, 6/26-7/1; Science @ the Library, SHO, 7/7; FTH New Director Meeting, MVLS, 7/9; Workshop Planning Meeting, UHLS, 7/11; Science @ the Library, QUA, 7/16; Science @ the Library, FTP, 7/17; Thinking Outside the Book Webinar, MVLS, 7/17; Science @ the Library, GLV, 7/21; Science @ the Library, FON, 7/23

Member Services

Upcoming workshops include the following:

August 28 – LGBTQ Youth Services Workshop – Guilderland Public Library

September 4 – Circulation & Selection Policies & Practice – Northville Public Library

October 2 - Youth Services Workshop

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

The Fort Hunter Free Library has a new Director! Eric Kass started work in July. He is a retired librarian who spent most of his career at the Albany Public Library. Congratulations to the board for recruiting such a qualified candidate, and for keeping things running while they were without staff. Sue, Sharon and I have all provided training to Eric, and that will continue over the rest of the summer.

Leah LaFera, who has been the Director of the Canajoharie Library for the last two years, will be starting a new job at the Schenectady Library in August. We are working with the Canajoharie board as they seek a new Director.

I met with the board of the Fort Plain Free Library to assist with the development of finance policies and procedures. Fort Plain has seen many changes with floods, the illness and passing of former director Laura Flynn, and several new board members. With all of these changes, they basically need to re-invent many policies and procedures. I have also met with the Johnstown board, the provide information on the Foundation.

The Public Library Construction grant cycle is coming around again. Lois is working with several member libraries on potential grants. We will once again have many more projects than we can fully fund. The grants will be due at MVLS on September 2. They are due at DLD on October 16.

Advocacy & Awareness

The organizational meeting of the Foundation for Mohawk Valley Libraries was held on Friday, July 17. We now have a board, officers, committees, by-laws, and a conflict of interest policy. Since that meeting we have received our federal Employer Information Number, and are almost ready to submit the application for IRS 501(c)(3) status. The focus for the Foundation will now shift to an inaugural event, which we hope will be an author event to be held late this year. The Foundation will need many volunteers to make this event a success.

There was a very good PULISDO conference held in Utica in July. I participated in a program track on human resources and overall system services. We are in very good shape in meeting human resources expectations, and for a small system do pretty good in services. One aspect of the conference was a comparison of how systems are funded and what their procedures are for member fees. There are several systems that are very similar to us, but a few others that are very different.

An advocacy issue that you should be aware of is a push to require trustee training for all new library trustees, similar to the state rules for school board members. The general consensus at PULISDO is that trustee training is needed and that all systems already do it. While everyone recognizes the value of mandatory training, most systems are also very negative on any added responsibilities that do not come with added funding. This probably means that we are unlikely to see any movement on this issue.

Meetings, Contacts & Field Visits

6/2/2014 Barbara Lampkin
 Mal Martin
 Beverly Osborne, Fort Hunter Free Library
 Barbara Madonna, Gloversville Public Library

	Erica Wing, Johnstown Public Library
	MVLS Member Library Directors
	Michael Burnett, Northville Public Library
	PULISDO
6/3/2014	Karen Bradley, Schenectady County Public Library
	Beverly Osborne, Fort Hunter Free Library
	Barbara Madonna, Gloversville Public Library
	MVLS Staff
6/4/2014	Mal Martin
	Karen Balsen, Division of Library Development
	Beverly Osborne, Fort Hunter Free Library
6/5/2014	MVLS Member Library Directors
	Public Presentation – NYS Archives Conference
6/6/2014	Karen Balsen, Division of Library Development
	MVLS Member Library Directors
	Michael Burnett, Northville Public Library
	Karen Bradley, Schenectady County Public Library
6/9/2014	Cheryl Cufari
	Karen Balsen, Division of Library Development
	MVLS Member Library Directors
	MVLS Trustee Education Session – Fort Hunter
6/10/2014	Division of Library Development, NYSED
	Beverly Osborne, Fort Hunter Free Library
	PULISDO
6/11/2014	Cheryl Cufari
	JA Committee
	Ron Barrows, The Barrows Group
6/12/2014	Sarah Beekman
	Karen Balsen, Division of Library Development
	Beverly Osborne, Fort Hunter Free Library
	MVLS Outreach Advisory Committee
	Devon Hedges, The Community Library
6/13/2014	Capital District Library Council
	Karen Balsen, Division of Library Development
	MVLS Board of Trustees
	MVLS Foundation Committee
	Michael Burnett, Northville Public Library
6/17/2014	Esther Swanker
6/18/2014	Judi Steiger
	Karen Balsen, Division of Library Development
	Beverly Osborne, Fort Hunter Free Library
	Erica Wing, Johnstown Public Library
	NYS Summer Reading Kick-off at SCP
6/19/2014	MVLS Board of Trustees
6/20/2014	MVLS Board of Trustees
	MVLS Foundation Committee
	Karen Bradley, Schenectady County Public Library
	Devon Hedges, The Community Library

6/23/2014	Kathryn McCary, McCary & Huff Karen Bradley, Schenectady County Public Library Ginny Wilday, Sharon Springs Free Library Sara Dallas, Southern Adirondack Library System
6/24/2014	Judi Steiger Cheryl Cufari Bonnie Kerr Barbara Madonna, Gloversville Public Library Erica Wing, Johnstown Public Library MVLS Foundation Committee Michael Burnett, Northville Public Library
6/25/2014	Kathryn McCary, McCary & Huff Sara Dallas, Southern Adirondack Library System
6/26/2014	Esther Swanker
6/27/2014	Keith Seeber MVLS Board of Trustees MVLS Foundation Committee
6/30/2014	Erica Wing, Johnstown Public Library
7/1/2014	Anthony Gaddy MVLS Member Library Directors
7/2/2014	Erica Wing, Johnstown Public Library MVLS Member Library Directors Devon Hedges, The Community Library
7/3/2014	MVLS Staff Debbie Mancini, Schenectady County Karen Bradley, Schenectady County Public Library
7/7/2014	Esther Swanker
7/8/2014	Whitney Hubbard, Fort Plain Free Library Tim Gavin, Library Trustees Association Karen Bradley, Schenectady County Public Library
7/9/2014	Judi Steiger Esther Swanker Eric Kass, Fort Hunter Free Library Beverly Osborne, Fort Hunter Free Library Whitney Hubbard, Fort Plain Free Library JA Council Erica Wing, Johnstown Public Library
7/10/2014	Gerald Peters Jeff Kirkendall, DLD Beverly Osborne, Fort Hunter Free Library Kathryn McCary, McCary & Huff Sara Dallas, Southern Adirondack Library System Ron Barrows, The Barrows Group
7/11/2014	Jane Borrelli Bill Leitch Esther Swanker
7/14/2014	Cheryl Cufari Gordon Beebe

	Michael Burnett, Northville Public Library
	Karen Bradley, Schenectady County Public Library
	Ron Barrows, The Barrows Group
7/15/2014	Esther Swanker
	Anthony Gaddy
	MVLS Trustee Education Session - Johnstown
	Michael Burnett, Northville Public Library
	Karen Bradley, Schenectady County Public Library
7/16/2014	Mal Martin
	Erica Wing, Johnstown Public Library
7/18/2014	Mal Martin
	Karen Balsen, Division of Library Development
	Foundation Board
7/21/2014	Bill Leitch
	Foundation Board
	Wanda Bruchis, Mid York Library System
7/22/2014	PULISDO
7/23/2014	Steve Bolton, North Country Library System
	PULISDO
	Tim Burke, Upper Hudson Library System
7/25/2014	Keith Seeber
	Gordon Beebe
	Whitney Hubbard, Fort Plain Free Library
	Erica Wing, Johnstown Public Library
	Devon Hedges, The Community Library
7/28/2014	Keith Seeber
	Sarah Beekman
	Foundation Board
	MVLS Board of Trustees
	PULISDO
	Tim Burke, Upper Hudson Library System
7/29/2014	Gordon Beebe
	Leah LaFera, Canajoharie Library and Art Gallery
	MVLS Trustee Education Session – Fort Plain
	Karen Bradley, Schenectady County Public Library
7/30/2014	NYS Comptrollers Office
	Diane Forsberg, The Arkell Museum at Canajoharie
7/31/2014	Serena Butch, Schenectady County Public Library
	Ron Barrows, The Barrows Group
	Jackie Mahoney, The Community Foundation for the Greater Capital Region