

Mohawk Valley Library System

Director's Report

September, 2014

Administration & Governance

Rebecca Sokol (President of the board of trustees of the Margaret Reaney Memorial Library in St. Johnsville) has accepted your appointment to the vacant Montgomery County seat on the MVLS board. Welcome Becky!

State Aid for 2014 has all been received. Bullet aid has not yet been released and there are a few more state grant payments still outstanding; but in general our cash position is very good.

Several qualified individuals have applied for the temporary part-time Library Assistant position that the board approved last month. This person will help us keep the Interlibrary Loan service running after Val Catlin retires later this year.

Our National Grid lighting upgrade project is nearing completion. All of the new fixtures are installed, but there are still a few tweaks before everything is done and we receive the bill. You may recall that, as approved at the June meeting, we plan to pay our share of the cost (\$4,721) out of the board designated Building, Equipment and Vehicles fund.

Following up on the Audit & Finance committee meeting, I have begun work on the 2015 budget proposal which will be presented at the budget hearing immediately before the November board meeting. In general terms, I expect to propose a balanced budget of about \$1.5 million that is, like 2014, higher than usual in the Building Repair line so we have the money to deal with a few deferred maintenance items: resurfacing the garage floor and refinishing the back exterior wall.

The policy initiative continues. The Administrative policies are complete, with the Guidelines following close behind. Since most of these policies concern finances, I would like to schedule an Audit & Finance committee meeting to review the drafts.

Automation and Resource Sharing

The JA Council met on September 10 and approved a draft 2015 JA proposed budget. A copy of this proposal will be posted on the MVLS website for the October meeting. This proposal has been approved by the JA Council and by the SALS board, and now comes before the MVLS board for approval. As approved a year ago, the 2015 proposal includes a fee increase to 11 cents per circulation transaction with the holdings fee remaining at 9 cents per item. In spite of that fee increase it is still a deficit budget, mainly due to the need to upgrade additional servers. There will be an open JA finance committee meeting in November to get input on fees for 2016.

The Central Library Advisory Committee met on September 25. The committee consists of representatives of SCP, MVLS and a member library director from each county. The committee's charge

is to come up with a detailed Central Library Expenditure Plan that will be approved by the SCP and MVLS boards on an annual basis. The overall goals are to clearly define Central Library services and to better conform to the norms established at our neighboring library systems. The next committee meeting is set for October 30.

In September, 297 preview titles arrived from publishers. Four sets of preview books rotated to member libraries and branches for previewing. Three returning sets were either added to JF/Teen/Graphic Rotating collections or were offered to member libraries and branches. The remaining titles will be offered to the attendees at our December Best of the Best Workshop.

The year-long decline in delivery volume may be ending. In September, 1,786 totes came in to MVLS for sorting (a mere .28% decrease from 2013), and 1,641 totes left for member library and branches (2.31% increase from 2013). 369 totes came in from SALS for our member libraries (1% increase from 2013) and 399 totes of materials left MVLS for SALS libraries (a 6% decrease from 2013). Now that it has been a full year since the changes that led to the decrease, it appears that instead of an ongoing decline we have a new normal.

Outreach Services

Corrections funding for 2014, which goes to serve the Hale Creek Correctional Facility, is \$5,693. Orders were placed for magazines (\$1,856), books (\$1,522) and an encyclopedia (\$819).

Institutions funding for the county jails is \$3,589. Lois has requested orders from Fulton and Montgomery County Jails and has scheduled a time to go to Barnes and Noble with staff from the Schenectady County Jail. Schoharie is still closed.

Discussions continue with the Schoharie County CASH Coalition on the proposal to have computer resources at libraries dedicated to providing tax assistance to individuals.

Adult Services

We are seeing excellent attendance at the 2014 NYSCA book discussion programs. The 2014 Authors Among Us program began with a session at the Johnstown Senior Center with excellent attendance and enthusiasm. The full schedule of Authors programs is on the MVLS web site at: <http://www.mvls.info/wp-content/uploads/2014/08/poster2014.pdf>.

Lois' Meeting & Field Visits 9/4/14 – Director's Council; 9/12/14 – Library Services Committee – construction grant meeting.

Youth Services

The final Summer Reading Program statistics were collected and submitted to the state. System-wide, 1% more children (2,482) and 1% less teens (663) participated. 6% more children's programs were held with a 6% decrease in attendance (includes all program attendees – adults and children). 28% more teen programs were held, with a 22% increase in attendance (includes all attendees). Overall, 12% more programs were held targeted to teens and children (751), with 4% decrease in attendance (18,510) from the 2013 summer reading program.

Sue continues to work with Mary Fellows from UHLS to refine the NYS Ready to Read Community Analysis materials from the state to present at our Early Literacy Double Header workshop scheduled for October 2. The afternoon Customer Service Storytime Management Workshop will be presented by Don Sinton, from Stepping Stones Learning Center in Rochester. This is funded through the NYS Family Literacy Grant. Registration fees and a travel reimbursement are offered through the grant to MVLS attendees.

Handouts from the GLBTQ Workshop were put up on the MVLS website for those who could not make the workshop. Again, registration fees and a travel reimbursement are offered through the Family Literacy grant to MVLS attendees.

Science @ the Library programs were held at Niskayuna and Glenville in September, with attendance of 32 at Glenville and 35 in Niskayuna. Four libraries (DUA/MTP/SCP.WOO) had duplo/lego building programs in September borrowing 13 bins of legos.

The picture book reorganization project continues at Ft. Hunter. Sharon and Sue are labeling and continuing to weed, clean, and reorganize all of Ft. Hunter working with their new director, Eric Kass.

Sue's work on the Odyssey Committee for ALA/ALSC/YALSA continues. So far she has received 283 titles which are cataloged by Pam Lombardi put into children's/teen rotating collections by Sharon. The end result is a new rotating collection that will be offered to the member libraries.

Sue's Workshops, Meetings & Field Visits: Van Oil Change, Petersons; 9/2; Circulation Workshop & Director's Council, NOR, 9/4; ELCAA Planning Meeting, UHLS, 9/9; GE/Science pick up, MVL, 9/10 Staff Meeting, ILL, MVL, 9/11; ALSC Webinar, MVL, 9/11; MVLS Board Meeting, MVL, 9/18; Science @ the Library, GNV, 9/22; Science @ the Library, NIS, 9/23; Central Library Committee Meeting, SCP, 9/25 ELCAA Planning Meeting, UHLS, 9/30

Member Services

Upcoming workshops include the following:

October 2 - Youth Services Workshop

October 23 – TASC – Test Assessing Secondary Completion

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

December 4 (tentative) The Best of the Best! Books of the year with Carol Clingan

January 8 (tentative) NY Heritage, Local History & Genealogy

February 12 Summer Reading Program workshop

I attended a Broadalbin Book Station board meeting on September 11. They continue to explore ways to become more sustainable, which can only occur if they become a real library with voter-approved income. I hope they will move in that direction. I have also been helping several libraries with policy issues.

Advocacy & Awareness

The Foundation for Mohawk Valley Libraries will be having its first fundraising event on November 13 with *An Evening With Mike Lupica*. Foundation board members and Ron Barrows are working hard to get all of the details in place. We will be selling tickets by the time of our October board meeting. The plan is to use the profits to provide one-time cash grants to the member libraries.

Meetings, Contacts & Field Visits

9/2/2014	Bonnie Kerr Esther Swanker Jermei Johannesen, NYLA
9/3/2014	Anthony Gaddy Foundation Board Foundation Event Committee Marianne Milton, Wilkinson Memorial Book Station
9/4/2014	Esther Swanker Eric Kass, Fort Hunter Free Library Whitney Hubbard, Fort Plain Free Library MVLS Member Library Directors Ginny Wilday, Sharon Springs Free Library Ron Barrows, The Barrows Group Dawn Lamphere, The Margaret Reaney Memorial Library
9/5/2014	Jeff Kirkendall, DLD Michael Burnett, Northville Public Library Ron Barrows, The Barrows Group
9/8/2014	Michael Burnett, Northville Public Library
9/9/2014	William P. Leitch Sarah Beekman Erica Wing, Johnstown Public Library Karen Bradley, Schenectady County Public Library Catherine Caiazzo, Schoharie Free Library
9/10/2014	Whitney Hubbard, Fort Plain Free Library Foundation Board JA Council Erica Wing, Johnstown Public Library Karen Bradley, Schenectady County Public Library Sara Dallas, Southern Adirondack Library System Ron Barrows, The Barrows Group Devon Hedges, The Community Library
9/11/2014	MVLS Staff Karen Bradley, Schenectady County Public Library Marianne Milton, Wilkinson Memorial Book Station
9/12/2014	Foundation Board MVLS Library Services Committee
9/15/2014	MVLS Board of Trustees

9/16/2014	Cheryl Cufari Esther Swanker Devon Hedges, The Community Library
9/17/2014	JA Committee Ron Barrows, The Barrows Group
9/18/2014	Esther Swanker MVLS Audit & Finance Committee MVLS Board of Trustees Karen Bradley, Schenectady County Public Library Ron Barrows, The Barrows Group
9/19/2014	Gordon Beebe Erica Wing, Johnstown Public Library Karen Bradley, Schenectady County Public Library Ron Barrows, The Barrows Group Tim Burke, Upper Hudson Library System
9/24/2014	Christine Cowleson, Schenectady County Community College Ron Barrows, The Barrows Group
9/25/2014	MVLS Central Library Advisory Committee
9/26/2014	Rebecca Sokol Whitney Hubbard, Fort Plain Free Library Foundation Event Committee MVLS Member Library Directors Mary Ann Warner, Schenectady County Public Library Karen Bradley, Schenectady County Public Library
9/29/2014	Whitney Hubbard, Fort Plain Free Library Michael Burnett, Northville Public Library Dawn Lamphere, The Margaret Reaney Memorial Library
9/30/2014	William P. Leitch MVLS Member Library Directors Michael Burnett, Northville Public Library