

Mohawk Valley Library System

Director's Report

November - December, 2015

Administration & Governance

As has been our practice for the past few years, I will be providing final 2015 budget amendments for your review at the January meeting. The overall budget picture is good: expenses were below budget, and we will have a larger surplus than anticipated. Details will be in the board materials.

We have received nearly all of the expected 2015 state aid. The only item left is the initial 90% payment for the 2015-16 Adult Literacy grant, which will be just over \$4,000. We should receive that in early 2016.

After analyzing several options, our covered employees have elected to remain with the recommended CDPHP insurance plan. The 17% increase in premiums is shared between the employees and employer. Because of the reduction in the state retirement assessment, this is in our budget.

We have prepared a response to the union's contract proposals. Negotiating sessions are scheduled for January. I will provide an update at our meeting.

Automation and Resource Sharing

The JA Council will meet on January 13 at SALS. The Finance Committee met with all interested parties on December 9. The participants decided to recommend that 2017 fees be increased from 9 cents per item and 11 cents per circulation transaction to 10 cents per item and 11 cents per circulation transaction. This increase is made necessary by the deficits in the JA budget for the last 2 years. JA is working through the tremendous amount of equipment purchased by libraries at the end of 2015. MVLS billed members for more than \$100,000 in new equipment in November and December 2015. This is more equipment than is ordinarily purchased in an entire year. Much of this extra ordering is due to the impending opening of the new Phyllis Bornt branch in Schenectady.

The closing of the Duane and opening of the Bornt branch creates a tremendous workload for JA and for Sharon O'Brien as collections and shelf locations are established and items are moved to the new location. The Bornt branch is scheduled to open at the end of February, 2016.

MVLS received 2,685 total preview titles for 2015, an increase of 257 titles. Sets continue to rotate between participating member libraries. Books that were not added to collections were offered to member libraries, and will be distributed at the January Best of the Best workshop. The Bookapalooza giveaway will occur in the spring to finish cleaning up our 2015 titles.

Several rotating collections were updated including audio CDs, video, graphic novels and large print.

Delivery volume for 2015 remained stable. In 2015, 20,469 totes came into MVLS sorting (1% decrease from 2014), and 18,533 totes left for member libraries and branches (2.79% decrease from 2014). 4,245 totes came in from SALS for our member libraries (1% decrease from 2014) and 4,233 totes of materials left MVLS for SALS libraries (6.78% decrease from 2014). This means that approximately 157,000 items were moved by MVLS delivery in 2015.

SCPL has submitted its 2016 CLDA grant application. Approval will be an action item at the January 2016 MVLS board meeting. We have made good progress in defining central library services that provide value for the member libraries. The 2016 CLDA grant will be \$94,184. Grant approval will release 90% of that money for SCPL.

MVLS began offering Zinio service – e-magazines – to all member libraries in December 2015. This service, done in cooperation with SCPL, gives users at every library access to over 70 magazine subscriptions through a computer, tablet or smartphone. You can access Zinio through the MVLS web site, most member library websites, and at:

<https://www.rbdigital.com/schenectadycony/service/zinio/landing>

SALS and MVLS have been participating in a free trial of Innovative Interfaces' (our automation vendor) cataloging database, called Sky River. This is a great help to our catalogers as it provides quality cataloging records and reduces the need to manually create new records. We will be exploring purchase options when the trial is over.

Outreach Services

Lois has visited the Hale Creek facility to meet Lisette Roldan-Hart, Deputy of Programs and Jason Thomas, the new librarian. She provided information on MVLS corrections services, signed the Memorandum of Agreement for the Facility and for the *Write for Your Life* program and has ordered magazines. Materials and magazines were also ordered for the Fulton and Montgomery County Jails.

The 2015-16 Adult Literacy grant is supporting services at the new Phyllis Bornt Branch Library in Schenectady. Lois met with SCPL staff to make recommendations on resources and services. The grant will be for \$4,485.

Member libraries have been offered the opportunity to request funding for devices to assist individuals with disabilities in using library resources. The application deadline will be January 29.

Adult Services

We have received the funding contracts for the NYSCA book discussion and Authors Among Us grants for 2016. Lois is working with libraries to set up programs, and is also seeking out new presenters. In addition, MVLS will be receiving a new \$2,500 NYSCA award to begin arts programs in member libraries.

Libraries are also expressing interest in the regional film series of programs that Lois is developing with Audrey Kupferberg.

CDLC provided a Consumer Health Services workshop for librarians. Lois attended and shared resources with member libraries.

Lois' Workshops, Meetings & Field Visits: December 4 – Hale Creek; December 8 – SCP, Adult Lit Grant; December 15 – CDLC- Consumer Health; December 16 – Schoharie County Human Services Coordinating Council

Youth Services

The 1,000 Books Before Kindergarten project has been well received. All participating member libraries have received 5 bags. The Johnstown Library has seen such high demand that they have developed additional bags on their own. Baby bags, for younger children, will be released in January, and additional “regular” 1000 Books bags will be available later in the year.

The GE Science programs remain popular. All told, 5 GE scientist volunteers spent 139 hours travelling, preparing and presenting science programs at 6 library sites and 6 outreach sites with 1,131 parents and children in attendance. Participating libraries received science books, and MVLS was able to acquire several new examples of STEM equipment for use at member libraries. The 2016 grant will be submitted in March to the GE Foundation.

In 2015 12 different libraries/branches borrowed 103 bins of legos and 33 bins of duplos for 37 programs. Thirteen MVLS STEM equipment resources were borrowed by 4 libraries. This should increase in 2016 when we get all our new science equipment ready for borrowing and up on our website. Some of the new MVLS equipment was featured at the December Maker Space workshop.

Picture Book City continues to be implemented at MVLS libraries, with the Schenectady branches in Scotia, Quaker Street and Rotterdam the next sites. The new Phyllis Bornt branch will also include Picture Book City.

The 2016 Summer Reading Program has already begun. Materials were distributed to member libraries in November, and Sue and Mary are planning the annual workshop for February 4 at the William K. Sanford library in Colonie.

The miSci Museum's three year IMLS grant continues into 2016 with a new round of programs. The new coordinator has been in touch, and we await further information on our programming. Feedback was offered to the new miSci coordinator, Kim Jess.

Sue's Workshops, Meetings & Field Visits: Howard Gardner Lecture, Union College, 11/3; CDLC ILL Meeting, MVLS, 11/4; Marketing Workshop, SCP, 11/5; NYS Youth Consultant Ready to Read Conference Call, MVLS, 11/5; Picture Book City, SCO, 11/6; miSci Summit, SCP, 11/12; Weeding, GLV, 11/17 Science @ the Library, ROT/Girl's Inc, 11/18; Picture Book City, SCO, 11/20; Maker Space Workshop Conference Call, MVLS, 11/24; UHLS/MVLS Teen/Tween Makerspaces Workshop, Albany Public, 12/3; Early Literacy Webinar, MVLS, 12/10; CSLP Kids SRP Webinar, MVLS, 12/10; Books Delivery, Joyce, MVLS, 12/15; Picture Book City, SCO, 12/18

Member Services

Upcoming workshops include the following:

January 7: Best of the Best books of 2015 with Carol Clingan & Sue Rokos

January 14, 28 and February 11: Resonate – communicate your library's story & impact

February 4: 2016 Summer Reading Program
March 2: NYLA Advocacy Day
March 31: Library Technology update with Polly Farrington
April 21: Library Safety & Security CLDA workshop

MVLS has been asked to assist the DLD in providing the Early Literacy training workshop later this spring. This workshop will be to train participants in providing library spaces conducive to early literacy activities and learning.

The Resonate workshops mark a new effort coordinated by Lois Gordon to help libraries foster change in their communities and in their funding by becoming more effective in communicating their impact and needs.

CDLC is working with all three component public library systems to coordinate workshops that will assist librarians with technological challenges. The MVLS hosted event will take place this March 31.

Advocacy & Awareness

Advocacy Day is scheduled for Wednesday, March 2. Please put it on your calendars. Visiting our legislators on that day can have a big impact on our ability to implement the MVLS mission. It makes a real difference to our operating budget. This year libraries are also requesting an increase in state construction funding for libraries. Many systems share our recent experience of having way more construction requests than we can fund.

Since 2011, MVLS has maintained the Carol Clingan Library Advocacy Fund – money that was given to honor Carol at her retirement. This funding was meant to help libraries with local public funding campaigns. One of our motivations for starting the Foundation was to create a way to increase the impact of this fund by making it an ongoing effort.

In November, we offered member libraries the opportunity to apply for Local Advocacy Grants to get money for community engagement efforts and/or public budget votes. We anticipated giving out \$2,500 in grants. We received three applications totaling \$4,335 in requests for projects in Amsterdam, Fort Hunter and Schoharie. The Carol Clingan Fund is at \$1,195. The Foundation was anticipating providing around \$1,300. We will discuss a proposal at our January meeting for the first Library Advocacy Grants. The current plan is to offer these grants each May and November.

The Foundation's year end general appeal mailing brought in just over \$4,000; funding that will support the MVLS Advocacy Grants. The Foundation is busy planning two golf tournaments for 2016. We should be able to distribute more money for libraries in 2016. The Foundation also has a new website. Visit it at: mvlslibraryfoundation.wordpress.com/

I made presentations to seven member library boards of trustees in November and December, and met with Don Reissinger of D2 Media – our PR consultant – to plan the surveys and focus groups. A survey will be sent to all member library directors in January for distribution to trustees and staff. We will hold focus group sessions in each county in March, and will also have a general public survey for release in February. D2 Media will provide us with a report of findings at the end of this process, in April. We will then have a plan to share at the Annual Meeting in May.

All other library systems are also in the midst of the 5-year planning process. CDLC, as a 3Rs Council, has an April deadline for submitting a plan. MVLS is hosting a CDLC listening forum on Tuesday, January 19 at 2:00. I am also participating in the development of one of our school library system plans at HFM BOCES.

Meetings, Contacts & Field Visits

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| 11/3/2015 | Esther Swanker Ginny Wilday, Sharon Springs Free Library |
| 11/4/2015 | JA Council |
| 11/5/2015 | Nicole Hemsley, Amsterdam Free Library Karen Bradley, Schenectady County Public Library Devon Hedges, The Community Library |
| 11/6/2015 | Eric Kass, Fort Hunter Free Library Foundation Event Committee Michael Burnett, Northville Public Library |
| 11/9/2015 | Bonnie Kerr Esther Swanker Eric Laughlin, Council Services Plus Whitney Hubbard, Fort Plain Free Library Erica Wing, Johnstown Public Library MVLS Board of Trustees MVLS Member Library Directors MVLS Trustee Education Session - NOR Michael Burnett, Northville Public Library Karen Bradley, Schenectady County Public Library |
| 11/12/2015 | William P. Leitch Whitney Hubbard, Fort Plain Free Library Foundation Board Karen Bradley, Schenectady County Public Library |
| 11/13/2015 | Capital District Library Council |
| 11/16/2015 | Amber Shultes Eric Laughlin, Council Services Plus Ellen Bach, Whiteman Osterman & Hanna LLP |
| 11/17/2015 | Andrea P. Bell MVLS Trustee Education Session - JOH Karen Bradley, Schenectady County Public Library |
| 11/18/2015 | Capital District Library Council Erica Wing, Johnstown Public Library Mary Ann Warner, Schenectady County Public Library |
| 11/20/2015 | Capital District Library Council Whitney Hubbard, Fort Plain Free Library Kathryn McCary, McCary & Huff |
| 11/21/2015 | MVLS Trustee Education Session - MID |
| 11/23/2015 | Eric Laughlin, Council Services Plus Terry Pavoldi, Middleburgh Public Library |

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| 11/24/2015 | Karen Bradley, Schenectady County Public Library MVLS Staff |
| 11/25/2015 | Catherine Caiazzo, Schoharie Free Library Kathryn McCary, McCary & Huff |
| 11/30/2015 | Devon Hedges, The Community Library William P. Leitch Foundation Board |
| 12/1/2015 | Don Reisinger, D2 Media |
| 12/2/2015 | Hanna Ahrens, Canajoharie Library & Art Gallery Barbara Madonna, Gloversville Public Library Kathryn McCary, McCary & Huff MVLS Trustee Education Session - CAN Mary Ann Warner, Schenectady County Public Library |
| 12/3/2015 | Nicole Hemsley, Amsterdam Free Library MVLS Board of Trustees MVLS Member Library Directors |
| 12/4/2015 | Susan Rorick Michael Burnett, Northville Public Library |
| 12/7/2015 | Eric Laughlin, Council Services Plus Foundation Board Edie Wilcox, HFM BOCES SLS Kathryn McCary, McCary & Huff MVLS Trustee Education Session - STJ Sara Dallas, Southern Adirondack Library System Dawn Lamphere, The Margaret Reaney Memorial Library |
| 12/8/2015 | MVLS CSEA Unit MVLS Member Library Directors MVLS Staff Jermeij Johannesen, NYLA |
| 12/9/2015 | HFM School Library System Council JA Finance Sara Dallas, Southern Adirondack Library System Devon Hedges, The Community Library |
| 12/10/2015 | Erica Wing, Johnstown Public Library MVLS Trustee Education Session - COB Karen Bradley, Schenectady County Public Library |
| 12/11/2015 | Foundation Board Foundation Event Committee |
| 12/14/2015 | Eric Laughlin, Council Services Plus |
| 12/15/2015 | Beverly Osborne Esther Swanker Barbara Madonna, Gloversville Public Library MVLS Staff MVLS Trustee Education Session - GLV Michael Burnett, Northville Public Library |
| 12/16/2015 | Kathleen Gundrum, Capital District Library Council Foundation Board |
| 12/17/2015 | Kathleen Gundrum, Capital District Library Council |

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| 12/18/2015 | Karen Bradley, Schenectady County Public Library |
| 12/23/2015 | William P. Leitch |
| 12/29/2015 | Capital District Library Council |
| 12/31/2015 | Karen Bradley, Schenectady County Public Library |
| | Don Reisinger, D2 Media |
| | Michael Burnett, Northville Public Library |
| | Karen Bradley, Schenectady County Public Library |
| | Foundation Board |