

**Mohawk Valley Library System  
Director's Report  
August 2018**

**Administration & Governance**

Glen Winter from T.M. Byxbee will make his annual visit at the September board meeting to present the reviewed financial statements for MVLS and MVLS/SALS JA, as well as the MVLS 990 form. The review process was routine and painless. Copies of all of these documents will be available on the MVLS website.

As was reported at the August meeting, we have received the bulk of the 2018 state aid. We are waiting for the final 10% payments of the Local Library Services Aid and Local Services Support Aid. Bullet Aid has not been paid yet; it often is distributed in October, with the final LLSA and LSSA generally coming in November or December.

Budget amendments for the 2018 budget will be presented at the September board meeting. State aid and bullet aid have increased income; with similar, but smaller, increases in expenses. My expectation is that we will end 2018 with income and expenses even.

The Audit & Finance Committee will meet after the board meeting on September 20. We will look at the Multi Year Financial Forecast that predicts future financial health. While we are at the mercy of what could be a difficult state budget situation, barring a significant cut in state aid, MVLS is in good financial shape.

The proposed changes to the state public library minimum standards are nearing final approval. You can see the proposed changes at: <https://docs.dos.ny.gov/info/register/2018/april25/pdf/rulemaking.pdf> The modified existing standards are scheduled to go into effect on 1/1/2020, with the new standards becoming effective on 1/1/2021.

**Automation and Resource Sharing**

The Joint Automation Council met on September 12 at SALS. There are proposed budget amendments for the JA 2018 budget that you will be asked to approve. In the short term it is very good news for JA; we have succeeded in nearly eliminating the JA budget deficit with the cost savings that have been implemented and the new fee formulas. Member fees were changed to shield JA from income loss due to dropping circulation, and we have also developed a formula to determine what MVLS and SALS put in to the JA budget.

Historically, ever since the JA project began in the late 1980s, each system has transferred the state designated Automation Aid into the JA project. However, since the state no longer places any emphasis on automation aid, and since it has failed to increase in any significant manner, the system share of the JA budget has decreased at a time when JA expenses are increasing. The new formula greatly increases the system share, which, of course, has an effect on the MVLS budget. We will discuss this more in our budget discussions at the meeting.

The MVLS server has been retired, with most data stored in the Microsoft cloud service OneDrive, and critical business information stored on the business office machine, which is backed up daily. This conversion to OneDrive will now be offered to all member libraries, which is expected to improve their data security and backup (lack of!) procedures.

The development of OneDrive capabilities will facilitate the final roll-out of the JA Security Policy, under which every staff person and volunteer who uses Polaris or JA email will have to annually accept the policy and agree to responsibly use accounts and passwords and protect patron confidentiality.

The patron address data project being developed by the vendor Quipu is progressing nicely. By the end of 2018, we expect to have libraries automatically receiving accurate geographic jurisdiction information whenever a patron is registered. This is an important first step in developing system-wide guidelines for how we provide service to locations that do not fund public libraries.

The Central Library Advisory Committee is scheduled to meet in October. We will be discussing the 2018 and 2019 Central Library Development grant, and possible new e-resources offerings.

Graphic novel and audiobook rotating collections are being updated, as are Start With Science kits. Publishers preview collections procedures have been re-written and libraries invited to join the preview list. Distribution of titles that complete the schedule will resume in the fall.

Delivery volume continues to fall. We have had some issues with the contractor's vans being unreliable. Drivers have been very cooperative and diligent in getting the delivery done in a timely manner.

### **Adult Services**

The "Library Moon Walk" project is progressing. The project is designed to build cooperation between libraries and health service organizations. A workshop is planned for October 15

Authors Among Us programs are ongoing at Schenectady, St. Johnsville and Middleburgh. Additional series are planned for Schoharie and Schenectady. The full schedule is available on the MVLS website at: <http://www.mvls.info/wp-content/uploads/2018/06/poster2018.4.pdf>.

Lois' contacts & visits: 8/2 Library Moon Walk planning session at SALS; 8/14 – Union Meeting; Fort Plain Construction meeting; 8/21 – Union Meeting; Staff Meeting; 8/31 Johnstown & Gloversville site visits.

### **Youth Services**

Summer Reading Program evaluations are being compiled by the libraries. They are due at the state in mid-October. Raffle books for members (more "retired" preview books) have been distributed to 6 participating member libraries and branches.

The Early Literacy grant for year three will continue existing initiatives. We will continue to provide the Beanstack product to member libraries, and two early literacy training workshops are planned for October and November.

Science @ The Library programs were held at several libraries and branches. Rotterdam has a program scheduled for December.

Sue's meetings, contacts & field visits: Youth Workshop Planning Meeting, UHLS, 8/17  
Science @ the Library, Wade Abbott, SCP, 8/16; Staff Meeting, 8/21

## **Member Services**

Upcoming workshops include the following:

September 6 - Director's Council at St. Johnsville  
September 13 – CDLC Reference, Instruction & Outreach meeting (Wade presents)  
September 27 – Adult Program Swop at MVLS  
September 28 – CDLC Member Showcase (SCPL presents)  
October 11 – Youth Services Workshop  
October 15 – Caring For the Mind (Library Moon Walk Grant presentation)  
November 7 – 10 Annual NYLA Conference  
November 15 – Early Literacy Storytimes workshop at Gloversville

Wade and I have continued to work with Gloversville on their Strategic Plan. They now have a new proposed mission statement. Wade is scheduling community listening sessions for Amsterdam, starting them down a similar process. Wade has met with several other libraries to attract new participants to the 21<sup>st</sup> Century Library Initiative.

Lois has been working extensively with Amsterdam, Canajohaire, Cobleskill, Fort Plain, Gloversville and Schenectady on construction grant applications. MVLS has \$899,993 to distribute. As is often the case, we have significantly more than that in requests. The Library Services Committee will meet on Monday, September 17 to come up with a proposal that will be brought to the MVLS board for approval at the September 20 board meeting. We must have board approval for a construction proposal before the state's October 3 deadline.

## **Advocacy & Awareness**

The annual NYLA Advocacy Launch will be held the day of our board meeting, September 20. Wade will be attending. This is an important first look at the state budget prognosis for the coming year. As we discussed last month, NYLA is proposing increasing their advocacy efforts and spending, which will result in a larger financial commitment from library systems, including MVLS.

Both Gloversville and Canajoharie have received the initial payments for their summer 2018 Advocacy grants. Both libraries are anticipating ongoing community engagement, hoping to impact future local budget votes.

## **Meetings, Contacts & Field Visits**

8/2/2018	Bonnie Kerr Capital District Library Council Tim Burke, Upper Hudson Library System
8/3/2018	MVLS Member Library Directors

8/13/2018	Christina Knee Erica Wing, Johnstown Public Library Kathryn McCary, Law Office of Kathryn McCary
8/14/2018	Mal Martin Angela Strong, Schenectady County Public Library
8/15/2018	PULISDO
8/16/2018	NYALS PULISDO Sara Dallas, Southern Adirondack Library System
8/17/2018	MVLS Board of Trustees NYALS Devon Hedges, The Community Library
8/20/2018	Christine Pesses MVLS Library Services Committee
8/23/2018	Nicole Hemsley, Amsterdam Free Library Hannah Stahl, Canajoharie Library & Art Gallery Barbara Madonna, Gloversville Public Library MVLS Member Library Directors Devon Hedges, The Community Library
8/24/2018	Bonnie Kerr Kathleen Gundrum, Capital District Library Council MVLS Member Library Board Presidents MVLS Member Library Directors Dawn Lamphere, The Margaret Reaney Memorial Library
8/28/2018	Eric Kass, Fort Hunter Free Library Barbara Madonna, Gloversville Public Library Michael Burnett, Northville Public Library Karen Bradley, Schenectady County Public Library
8/29/2018	William P. Leitch MVLS Member Library Directors
8/30/2018	William P. Leitch MVLS Awards Committee MVLS Trustee Education Session – GLV Mission Statement