

**Mohawk Valley Library System
Director's Report
November - December 2018**

Administration & Governance

The 2018 Budget Aid was finally received in late December. It has been distributed to the member libraries.

We had a minor issue with the MVLS boiler this December. All boilers in business or public buildings must be inspected at a minimum of every 2 years. These inspections are the responsibility of the building insurance carrier; in our case The Hartford. For some still unknown reason, the boiler inspection that was due this last summer never happened. So the NYS Department of Labor, which administers the Boiler Safety Bureau, required a special inspection which found two issues which we had contractors take care of. The follow-up inspection is due next week, and that should be the end of this mini fiasco.

As we have discussed at a few meetings, the MVLS CSEA unit was seeking a one year agreement extension on the agreement that expired on 12/31/2018. We have reached that agreement, and will be requesting board approval of the terms at the January board meeting. The negotiated agreement continues all items in the previous agreement (1/1/2015 – 12/31 2018) while extending summer hours through 2019 and providing a 2.75% cost of living increase. Longstanding practice has been to provide the same terms 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.

We have received the annual audit review proposal from T.M. Byxbee. The 2019 cost will remain the same, at \$3,750 for MVLS and \$2,850 for JA.

We had a couple of weather delays of in November-December 22. If Schalmont schools are 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 2019 at SALS on January 9. That meeting typically includes action on the member fees for the following year, in this case 2020. The JA Finance Committee will be recommending a 3% fee increase in 2020. This will be brought to the SALS and MVLS boards for approval.

We are now implementing the Quipu E-Card patron address project. This will automatically fill data fields for library patron's town, school district and library service area. This will greatly improve the data that we have available on who is using our libraries. All MVLS and SALS libraries will be using this system within a month or so.

All libraries are now using onedrive, and are automatically required to annually sign off on the JA Security Policy. MVLS has facilitated this by ceasing library access to generic Polaris accounts. Because use of Polaris now requires signing the policy, all Polaris users must now be 18 years old.

On a separate security topic, last April the JA consortium implemented geo-fencing technology on the library catalog, meaning that the catalog is only accessible to sites in North America. Since then, there have been two known instances where legitimate users were denied access to the catalog because of the North American geo-fencing.

In 2018, delivery volume continued its gradual decline. 18,454 totes came into MVLS sorting (5% decrease from 2017), and 17,366 totes left for member library and branches (6% decrease). 3,714 totes came in from SALS for our member libraries (13% decrease) and 4,105 totes of materials left MVLS for SALS libraries (4% decrease). Using our formula of 33 items per bin, 1,440,087 items moved through the MVLS delivery system, a 6% decrease from 2017. The decrease in delivery volume directly mirrors the decrease in library circulation of physical items.

As the product of several Central Library Advisory Committee meetings, we now have an approved 2018 CLDA Final Report and an approved 2019 CBA plan. Both are posted on the MVLS website at: <http://www.mvls.info/insidemvls/mission-plan-of-service/plan-of-service/>. The proposed 2019 CLDA plan is also there. This document requires board approval; an agenda item for the January meeting. It is unchanged from the 2018 version

MVLS received 2,403 total preview titles from publishers for 2018; This includes the 591 titles received for Newbery Committee work. 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.

Outreach Services

It is book buying season for the county jails. Lois works with the jails to get them the materials they need. Materials have also been ordered for the Hale Creek facility. There is an ongoing issue with lost ILL items at Hale Creek. Lois is working with their staff to resolve.

The Adult Literacy programs have begun. So far Schenectady has hosted a few events. You will notice some program payments in the check listings.

Adult Services

NYSCA projects have finished for the year. Attendance has been dropping at the book discussion programs. Lois is working with the members to revitalize that program.

Lois will be at our January board meeting to provide information on the Library Moon Walk project. As of the end of December, 32,682 miles were logged in the system, and the library program calendar is filling up.

Lois' contacts & visits: 11/1/18 – Genes and Your Health; 11/6/18-11/9/18 – NYLA – Rochester NY
11/19/18 – Conference call Erica and Deanna; 11/20/18- Met Don from Schenectady County Jail at Barnes and Noble; 11/30/18- CDLC workshop on the Census and the American Community Survey
December 5 – met with Erica Freudenberger and Deanna DiCarlo; December 12 – Gateway- Johnstown
December 18 – Helen Thomas, SHS; December 19 – Program at APL to inform NYSCA discussion
December 19 – Schoharie County Human Services Coordinating Council

Youth Services

The latest Early Literacy Workshop, funded through the state Early Literacy Grant, was held in November at Gloversville. Eight libraries participated. Libraries also receive supplies. Another workshop is planned for the spring. The grant year ends in June.

The annual multi-system summer reading program workshop is scheduled for February 7 at the Colonie Library. This annual program lets librarians get ideas, view materials and see potential program presenters.

2018 Science @ the Library programs concluded in December, and are already continuing in January; with upcoming programs scheduled in Johnstown, Glenville and Scotia. STEM equipment continues to get substantial use with 174 kits borrowed in 2018

The Picture Book City project has now come to nearly every MVLS library, with the final Schenectady branches working on implementation now. Schenectady Central will follow in 2019.

Sue's meetings, contacts & field visits: NYLA Conference, Rochester, 11/6-11/10; NYLA Pre-Conference, Rochester, 11/7; NYS Youth Consultant Meeting, Rochester, 11/8; Society of Illustrators' Event, NYC, 11/12; Early Literacy Storytime Workshop, GLV, 11/15; CDLC Tour of Fulton County, 11/20 Field Visit, ROT, 12/3; Best of the Best Workshop, MVLS, 12/6; Science @ the Library, ROT, 12/8 Harris County Beanstack Webinar, 12/12; NASA Space Summer Programming Webinar, 12/18

Member Services

Upcoming workshops include the following:

January 10 – Communications and the State Annual Report

January 10 – Director's Council

January 17 – Adult Program Swop

January 23 – Patron Registration Training

February 7 – Summer Reading Program Workshop

February 27 – NYLA Advocacy Day

Much MVLS effort went into the new opening of the Gloversville Public Library. Most notable was a video produced by Wade on the Gloversville move. You can watch it at:

<https://www.youtube.com/watch?v=HqwLkh3RtAY>. Yes, there is now an MVLS YouTube channel.

The new Johnstown Public Library has its charter, and can now proceed as the newly organized library. MVLS has provided a lot of assistance with this new organization, and that will continue as they go through their first year. The Middleburgh Library is also pursuing a charter amendment, and I have again renewed contact with the Broadalbin Book Station.

The Annual MVLS Best of the Best workshop was held in December. Check out <https://www.mvls.info/services/readers-advisory/best-of-the-best/> if you are looking for a good read.

Advocacy & Awareness

NYLA Advocacy Day is scheduled for Wednesday, February 27 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. Because of the changes in Albany, this will be an unusually uncertain year. Please be vigilant in responding to all requests to send emails and letters to state officials.

Another issue that makes this year different is the 2020 census. This census will be done mostly online, which means that libraries will have a much larger role as the location where people can do their census forms. There is an advocacy effort aimed on getting libraries recognition and funding for filling this important role in making sure all New Yorkers are counted.

Meetings, Contacts & Field Visits

11/1/2018	John Naple
11/2/2018	Felicia Spivey MVLS Member Library Directors
11/8/2018	NYLA PULISDO
11/9/2018	NYLA
11/10/2018	NYLA
11/13/2018	John Naple
11/14/2018	Rosemary Barger Tim Burke, Upper Hudson Library System
11/15/2018	Felicia Spivey MVLS Board of Trustees Tim Burke, Upper Hudson Library System
11/16/2018	Mal Martin Foundation Board Terry Pavoldi, Middleburgh Public Library
11/19/2018	Mal Martin Whitney Hubbard, Fort Plain Free Library Terry Pavoldi, Middleburgh Public Library
11/20/2018	MVLS Trustee Education Session - MID Sara Dallas, Southern Adirondack Library System
11/26/2018	Rosemary Barger MVLS Member Library Directors Karen Bradley, Schenectady County Public Library Devon Hedges, The Community Library
11/27/2018	Kathryn McCary, Law Office of Kathryn McCary MVLS Member Library Board Presidents
11/28/2018	Keith Seeber Whitney Hubbard, Fort Plain Free Library
11/29/2018	Rosemary Barger Barbara Madonna, Gloversville Public Library

11/30/2018	Michael Burnett, Northville Public Library Eric Kass, Fort Hunter Free Library MVLS Member Library Directors
12/2/2018	MVLS Workshop – Best of the Best
12/4/2018	MVLS Member Library Directors
12/6/2018	Rosemary Barger
12/10/2018	Keith Seeber MVLS Member Library Board Presidents MVLS Member Library Directors Karen Bradley, Schenectady County Public Library
12/11/2018	Beverly Osborne HFM School Library System Council Kathryn McCary, Law Office of Kathryn McCary
12/12/2018	Christine Pesses JA Finance Sara Dallas, Southern Adirondack Library System
12/13/2018	Erica Wing, Johnstown Public Library Marianne Milton, Wilkinson Memorial Book Station
12/17/2018	Whitney Hubbard, Fort Plain Free Library Kathryn McCary, Law Office of Kathryn McCary Wanda Bruchis, Mid York Library System Sara Dallas, Southern Adirondack Library System
12/18/2018	Capital District Library Council Whitney Hubbard, Fort Plain Free Library Barbara Madonna, Gloversville Public Library
12/19/2018	Amy Heebner, Division of Library Development Kathryn McCary, Law Office of Kathryn McCary MVLS Member Library Directors Michael Burnett, Northville Public Library
12/21/2018	Capital District Library Council
12/26/2018	Eric Laughlin, Council Services Plus Sara Dallas, Southern Adirondack Library System Devon Hedges, The Community Library
12/27/2018	MVLS Member Library Directors
12/31/2018	Mal Martin Mary Anne Waltz, Division of Library Development Karen Bradley, Schenectady County Public Library Devon Hedges, The Community Library