

**Mohawk Valley Library System
Director's Report
September 2019**

Administration & Governance

The Audit & Finance Committee met following the September MVLS Board meeting. The committee reviewed MVLS finances, looking at past budgets and future possibilities. The 2020 MVLS budget is expected to have income and expenses between \$1.7 and \$1.8 million, with a slight budget deficit. MVLS has been building fund balance for several years, which puts us in position to be able to weather a few lean years without getting in financial difficulty. The proposed 2020 budget will be presented at the November MVLS board meeting.

Following up on the presentation by Glenn Winter at our last meeting, the MVLS IRS 990 form has been submitted.

We are still awaiting the final 10% state aid payments for Local Library Services Aid and Local Services Support Aid. All other expected state funding has been received for 2019.

Automation and Resource Sharing

The Joint Automation Council approved the proposed 2020 JA budget at their September meeting. The budget is now presented to the SALS and MVLS boards for final approval. The proposed budget is a balanced budget at \$1,025,523. We were able to balance the budget through an aggressive combination of cost savings and income stabilization and growth.

We are on track to convert to a hosted library database on October 23. The JA staff is working to get all sites tested and ready for the conversion. On October 16, JA is hosting a Q&A session with all interested library staff to make sure everyone is ready. It is expected that there could be some service disruptions on October 23, since a lot of data has to be transmitted to the new servers. Libraries are getting prepared to use the backup process so users can still borrow items.

ALDS has stopped delivery for MVLS. The announcement came on Thursday, October 3. Since we were already in negotiations with Arnoff, we were able to bring Arnoff on board for Monday October 7. Changing delivery vendors brought a couple of unwelcome things with it. Our annual cost will be increased by about \$10,000; and service to some libraries will be reduced. About half of our sites – the busiest ones – will continue to receive service 5 days per week. The rest – the smallest sites – will get delivery 3 days per week.

The delivery issues brought up a related issue in the member director discussions, and that was system fees. In many public library systems, libraries pay fees for system services. We will discuss this at the October meeting. While we had some libraries who were conceptually supportive of the idea, those were the larger libraries who were not slated for reduced delivery. We will evaluate the reduced delivery schedule after living with it for a few months. My sense is that the smaller sites will discover

that 3 day service works fine; but if there is a groundswell for increased delivery we will have to revisit the system fee idea.

I have done my annual analysis of free direct access and resource sharing data from the Polaris library computer system. We will discuss this at the October meeting. Here are some highlights:

- In the typical MVLS library, 72% of the library borrowing is done by people who live in the library's service area. 28% of library use in the typical library is by people from outside the service area.
- In the typical library, 69% of the items borrowed are from the library's own collection. 31% of borrowing is of items not owned by the library.
- The average MVLS library sends out 10 interlibrary loan items for every 100 items they circulate to library patrons.

Together, these statistics show that MVLS – and the free direct access and resource sharing that the system fosters – have a profound impact on library service in our four counties. Of course, there are many factors that affect the variability among our libraries. These factors include geographic location, variations in library resources and variability in library use; as well as variability in the way users approach the library. For example, some libraries have a much stronger tradition of placing requests than others.

Outreach and Adult Services

The NYSCA projects for 2019 are winding down. The September writer's conference in Schoharie was very well received and well attended.

Lois provided Project Outcome training for Schoharie and Middleburgh. This effort helps libraries obtain and use information on the impact of library services.

Book and materials orders for the county jails are continuing.

Lois has been working on helping libraries become full-service community service agencies. These efforts include things like Census outreach and training; and getting libraries interested in becoming passport agencies.

Lois' contacts & visits: 9/12- Director's Council; AMS; 9/16 – CDLC- digitization; 9/18- Schoharie County Human Services Coordinating Council; 9/18- Gateway in Fulton and Montgomery Counties
9/19 – Project Outcome training ; 9/24- Barnes and Noble- David Colp; 9/26 –Adult Program Swap-Passive Programs

Youth Services

Libraries are submitting their 2019 Summer Reading Program statistics. We will have the summary for you in November.

Sue continues to work with Joyce Laiosa updating the Big Play program and the Start with Science kits for our October 3 workshop, to be held at the Rotterdam Branch.

MVLS registered for the First Book program offered through the state Division of Library Development; we should receive \$3000 of new paperbacks for preschoolers for our members to distribute to needy children in their communities through laundromats, barbershops, WIC and other outreach sites.

Sue's Field visits: SWS Planning Meeting, Joyce Laiosa, 9/3; MVLS Board Meeting, 9/19
FLLS Big Play/Baby Steps Workshop Planning Meeting, Joyce Laiosa, 9/23

Member Services

Upcoming workshops include the following:

October 3 – Early Literacy Storytime Training
October 10 – Census 2020: Are You Ready?
October 22 – Family Literacy Workshop
November 1 – CDLC Member Showcase
November 13-16 – NYLA Conference in Saratoga Springs
November 20 – Passport Agent Training

Judi Steiger and Shannon Aldi-Hogan are getting settled in as the new directors at Fort Hunter and Fonda. Both have received orientation visits, and both participated in the September Director's Council meeting. The newly appointed Cobleskill director, Kim Zimmer, has been to MVLS to start orientation. She will become full-time in Cobleskill by the end of October. I have been working with the staff and board at Canajoharie to assist them with their search for a new librarian. They will be making changes and reopening their search.

The Library Services Committee is meeting on October 11 to review the construction applications. We have applications from Amsterdam, Cobleskill, Fonda, Northville and Schenectady. MVLS has \$899,993 to distribute. Approval of the MVLS 2019 construction package will be on the agenda for our October board meeting.

Advocacy & Awareness

The Communications Committee met on October 2 in Gloversville. We had a good discussion on the renewed advocacy efforts, Wade's video projects, and various other communications issues, including how communications intersects with traditional public library system outreach activities.

Sue, Lois and I will be attending the NYLA Conference in Saratoga Springs. We have had a few member libraries sending in Conference Reimbursement Grant requests. We will have a good MVLS representation at NYLA.

Meetings, Contacts & Field Visits

9/3/2019	Sharon Fuller Marianne Milton, Wilkinson Memorial Book Station
9/4/2019	Barbara Madonna, Gloversville Public Library

MVLS Member Library Directors
Sara Dallas, Southern Adirondack Library System
Capital District Library Council
Erica Wing, Johnstown Public Library
MVLS Member Library Directors
Devon Hedges, Schenectady County Public Library
Helen Thomas, Sharon Springs Library

9/6/2019
Foundation Board
Foundation Event Committee
Karen Bradley, Schenectady County Public Library
Suzan Friedlander, The Arkell Museum at Canajoharie
Tim Burke, Upper Hudson Library System

9/9/2019
Meeting - Wilkinson Memorial Book Station
Helen Thomas, Sharon Springs Library

9/10/2019
MVLS Member Library Directors

9/11/2019
JA Council
Erica Wing, Johnstown Public Library
Devon Hedges, Schenectady County Public Library
Karen Bradley, Schenectady County Public Library
Dawn Lamphere, The Margaret Reaney Memorial Library

9/12/2019
Shannon Aldi-Hogan, Frothingham Free Library

9/13/2019
MVLS Member Library Directors Council
Sharon Fuller
Peter Belenchia, ALDS
MVLS Board of Trustees
Dawn Lamphere, The Margaret Reaney Memorial Library

9/16/2019
Sharon Fuller
Deborah Grimshaw
Peter Belenchia, ALDS
MVLS Member Library Directors
Dawn Lamphere, The Margaret Reaney Memorial Library
Tim Burke, Upper Hudson Library System

9/17/2019
MVLS Member Library Directors
NYALS

9/19/2019
MVLS Board of Trustees
Suzan Friedlander, The Arkell Museum at Canajoharie

9/20/2019
Kimberly Graff
Dan Arnoff, Arnoff Global Logistics
Capital District Library Council
Tim Burke, Upper Hudson Library System

9/23/2019
Dan Arnoff, Arnoff Global Logistics
Kathleen Gundrum, Capital District Library Council
MVLS Member Library Directors
Sara Dallas, Southern Adirondack Library System
Kim Zimmer, The Community Library

9/24/2019
Dan Arnoff, Arnoff Global Logistics
MVLS Member Library Directors

9/25/2019
MVLS Member Library Directors

9/26/2019 MVLS Member Library Directors