

**Mohawk Valley Library System
Director's Report
November – December, 2022**

Administration & Governance

Heather Dickerson announced on December 21 that she had accepted another position and would be leaving MVLS. Heather made a big impact among our member libraries, and around the state; and she will certainly be missed. At this point, the plan is to slightly amend the position description and to immediately advertise and seek to have the position filled by summer. We will be looking at the position at the January board meeting.

The Bylaws amendments that were discussed at the November meeting, and further refined shortly after that meeting, are ready for board action. A fresh copy will be with the January meeting materials. We will also be looking at very slight amendments to the Board Governance Policy and the Committee Charges. I am not recommending any changes to the Conflict of Interest or Whistleblower policies. The current versions of all of these are available on the MVLS website at:

<https://www.mvls.info/insidemvls/policies-and-guidelines/>.

Also at the January meeting, it will be time to update our annual Conflict of Interest disclosures. The disclosure form is on the website at: <https://www.mvls.info/wp-content/uploads/2016/04/COI-Disclosure-Form.pdf>.

With our new calendar-year organizational calendar, the January meeting is the time to fill the committee roster. Please review the Committee Charge document, and give consideration to the committees on which you may wish to serve. Note from the Bylaws that the communications committee was an ad hoc committee. I suggest we disband that committee.

At the November meeting, we continued our discussion on a spring board retreat, and set a tentative date of Wednesday, April 26. I suggest we either form an ad hoc committee, or charge the Library Services Committee with working on an agenda and format for that event. This is something that the staff has been discussing. The overall goal of a retreat is to have an ongoing element to the planning process, and to sharpen our focus on the mission, vision and goals of MVLS.

Automation and Resource Sharing

The JA Council meets on January 11. JA fees are increasing by 3% in 2023, with the fee formula based on 2021 data. Then, in line with longstanding standard practice, we need to set JA fees for the following year, 2024. That recommendation is to increase JA fees by 3% in 2024; with the formula based on 2022 date. This will be an action item at the January MVLS board meeting.

Three security related issues are receiving renewed attention. In 2023 all library staff members with JA accounts will be required to complete annual security training which will include random testing to make sure everyone knows not to open suspect emails, etc. JA has also started implementing multi-factor authentication in some piloting libraries. In most cases that involves staff using a personal smart phone, but JA is investigating other options where a personal smart phone isn't an option. Finally, JA is actively pursuing cyber insurance for the systems and for libraries. It is important to stress that system

insurance can not cover libraries in the case of a data breach. In a separate initiative, Mary is working with JA to help libraries with wireless printing. The Princh product is being tested.

One final point of JA Council business, we need to make an appointment for a member library representative on the JA Council. Terry Pavoldi's term has expired. She is interested in serving for another 3-year term. In addition, as a part of MVLS committee assignments, there is a MVLS board representative on the JA Council; for the past several years that has been Mary Salluzzo. Mary is ready to step down, and Haileab Samuel is interested in serving; so, I suggest appointing Haileab to be the MVLS board representative on the JA Council.

At the November meeting I reported that we were pleased to have negotiated a new agreement with Arnoff, controlling costs and updating the fuel surcharge while making slight changes to the delivery schedule. We have since come to an agreement on the final remaining issues, formalizing the exchanges with SALS and UHLS, the holiday and emergency procedures and the procedures for adjustments to the delivery schedule when locations close for construction, etc. We are now just awaiting the final signed copies from Arnoff. There have also been some changes to the ILL service that we get through the Capital District Library Council. They have updated the electronic form to make the service easier to use.

Outreach, Adult and Youth Services

Katherine Hawkins was successful in initiating contact with the Schoharie County Jail. We are not yet providing any services, but we have a beginning. Materials are being purchased for the other county jails and for the Hale Creek facility.

We are working on another grant project with CDLC. They received a grant from the National Network of Libraries of Medicine (remember the Library Moon Walk project?) to aid library users in securing reliable health information. MVLS will receive Chromebooks that will be pre-loaded with a CDLC produced LibGuide that provides access to curated health information. Mary is working to get libraries active in this project.

Mary's Digital Literacy Classes have begun! MVLS has a mobile lab of 6 laptops to use with these classes. Four classes have been held, with a total attendance of 15. Classes will resume in January. For Tech Savvy, there was a total of 19 classes in 2022 with attendance at 81. In addition, Mary facilitated 2 children's coding classes with 16 attending.

Mary has also done a virtual conference presentation through AMIGOS. The topic was "How to plan for, prepare use and maintain technology for youth services programming. She is planning a similar presentation for MVLS member libraries.

One of those potential youth services technologies is mBots programable robots. These are a new STEM Kit for libraries that Mary has organized. The kits include 6 mBots and 6 Kindle Fire tablets.

Heather has left MVLS and the member libraries in good shape concerning the upcoming 2023 Summer Reading Program. Recordings from the December 8 Collaborative Summer Library Program workshop are available at: <https://www.cslpreads.org/all-together-now-2022/>. The regional Summer Reading Planning workshops will be held on February 15 and March 2nd. Information is at:

<https://rcls.libcal.com/event/9961559>. For those who can not participate live, recordings will be available.

After a 2-year hiatus, the regional Greatest of All Time Teen Services meetup, pioneered by Sue Rokos and Mary Fellows, is returning on April 18 in East Greenbush. This offers a great opportunity for MVLS libraries to build on their services to teens. In Heather's absence, Kate Clingan will be coordinating participation by MVLS libraries.

Member Services

Mary continues to work with libraries to update websites. Northville, Fonda, Sharon Springs, and St. Johnsville are live. Mary is now working with Gloversville, Cobleskill Schenectady, and Amsterdam. Fort Plain and Middleburgh will also be participating in the project.

We are once again getting into annual report season. The first look at 2022 library statistics reveals that many libraries have not seen library use rebound from the COVID shutdown and other disruptions. MVLS will be emphasizing strategies to re-engage with communities and build library visits, program attendance and borrowing in 2023.

Advocacy & Awareness

NYLA Library Advocacy Day for 2022 has been set for Tuesday, February 28. Advocacy Day is back an in-person event in 2023. Virtual does lead to better attendance, but there are also definite advantages to in-person meetings. Wade will be at our January meeting to bring you up to speed on the 2023 state advocacy effort.

Community engagement and planning activities continue at Schoharie and Gloversville, with several other libraries interested in working with Wade on community conversations sessions in 2023.

I continue to work with Amsterdam and Sharon Springs on their upcoming budget votes. Amsterdam has contracted with Libby Post for help with their proposed vote to substantially increase their budget in preparation for the activities planned for their expanded facility. Sharon Springs is moving forward on their plans to move from the town allocation for the library budget to a school district vote. This is part of a more long-term effort to increase the library budget and create a more stable financial plan for the library.

Four libraries applied for Foundation advocacy grants in the current round: Canajoharie, Cobleskill, Gloversville and Schoharie. This is the most applications, and the highest request amount - \$8,500 – that we have ever received. For the past few years, we have been able to fully fund all requests; but this year we will have to make some cuts. I will provide additional information, and we will discuss at the January meeting.

Meetings, Contacts & Field Visits

11/1/2022

Steve Bachman, Four County Library System
PULISDO

11/2/2022	Beth DeMidio, Schenectady County Public Library Charity Thorne, Schenectady County Public Library Cheryl Cufari NYALS NYLA Conference PULISDO
11/3/2022	Sara Dallas, Southern Adirondack Library System Beverly Osborne NYLA Conference
11/4/2022	NYLA Conference Tim Burke, Upper Hudson Library System
11/7/2022	MVLS Personnel Committee MVLS Staff
11/8/2022	Carol Stuff Janet Sand Christine Witkowski Nicole Hemsley, Amsterdam Free Library JA Council
11/9/2022	Thomas Gessick, CPA, T.M. Byxbee Company, CPAs, NY, PC JA Council Michael Burnett, Northville Public Library Charity Thorne, Schenectady County Public Library Devon Hedges, Schenectady County Public Library
11/10/2022	MVLS Member Library Directors MVLS Personnel Committee
11/11/2022	Nathan Fenno
11/14/2022	Carol Stuff Whitney Hubbard, Fort Plain Free Library Rebekkah Smith Aldrich, Mid-Hudson Library System Thomas Gessick, CPA, T.M. Byxbee Company, CPAs, NY, PC
11/15/2022	Haileab Samuel MVLS Member Library Directors
11/16/2022	Beverly Osborne Dan Arnoff, Arnoff Global Logistics Yvonne Keller-Baker, Schoharie Free Library
11/17/2022	Beverly Osborne Barbara Madonna, Gloversville Public Library MVLS Board of Trustees
11/18/2022	Capital District Library Council Foundation Board Kim Zimmer, The Community Library
11/22/2022	Paul O'Brien MVLS Staff
11/23/2022	John Sullivan, Frothingham Free Library
11/29/2022	Mary Beth Farr, Division of Library Development Erica Wing, Johnstown Public Library MVLS Board of Trustees Sara Dallas, Southern Adirondack Library System

11/30/2022	Haileab Samuel Kathleen Gundrum, Capital District Library Council JA Finance Committee
12/1/2022	Carol Stuff MVLS Member Library Directors
12/2/2022	Rosemary Barger MVLS Board of Trustees
12/5/2022	JA Council MVLS Member Library Directors Charity Thorne, Schenectady County Public Library Helen Thomas, Sharon Springs Library
12/7/2022	Nicole Hemsley, Amsterdam Free Library HFM School Library System Council Charity Thorne, Schenectady County Public Library
12/8/2022	Beverly Osborne Nicole Hemsley, Amsterdam Free Library Charity Thorne, Schenectady County Public Library
12/12/2022	Katherine Hawkins Beverly Osborne Helen Thomas, Sharon Springs Library Sara Dallas, Southern Adirondack Library System
12/13/2022	MVLS Staff
12/14/2022	JA Finance Charity Thorne, Schenectady County Public Library Sara Dallas, Southern Adirondack Library System
12/15/2022	Katherine Hawkins Dan Arnoff, Arnoff Global Logistics MVLS Staff Charity Thorne, Schenectady County Public Library Sara Dallas, Southern Adirondack Library System
12/19/2022	Nicole Hemsley, Amsterdam Free Library Barbara Madonna, Gloversville Public Library MVLS Member Library Directors Charity Thorne, Schenectady County Public Library Helen Thomas, Sharon Springs Library
12/21/2022	Michael Burnett, Northville Public Library
12/22/2022	Maria Cancro, Canajoharie Library & Art Gallery Julia Maxwell, DLD Devon Hedges, Schenectady County Public Library
12/27/2022	Nicole Hemsley, Amsterdam Free Library Devon Hedges, Schenectady County Public Library Sara Dallas, Southern Adirondack Library System
12/29/2022	Rosemary Barger Erica Wing, Johnstown Public Library Yvonne Keller-Baker, Schoharie Free Library