

Southern Tier Library System
Directors Advisory Council
May 27, 2015
Dormann Library, Bath
9:30 am – 11:00 am

Minutes

Attendance: Ron Shaw CCLD-Chair, Angela Gonzalez PYPL-Secretary, Barb Radigan Pulteney, Hope Decker Cohocton Vice Chair, Marsha Watson Hammondsport, Karen Mckerlie Branchport, Segrid Dombroski Dundee, Pauline Emery Southeast Steuben County Library, Karen Deutsch Wayland, Chris Corter CCLD, Peggy Braun Friendship, Brian Hildreth and Margo Gustina STLS.

The meeting was called to order at 9:31 am by Ron Shaw.

Karen Deutsch moved that the agenda be adopted and Barb Radigan seconded, all were in favor.

Marsha Watson moved to approve the minutes from the March 26th, Segred Dombroski seconded, all were in favor.

OLD BUSINESS

-It was decided that the locations of future 2015 meetings will be at the following libraries:

July 29th -Hammondsport

September 30th -Pulteney

November 18th -Bath

-Member Libraries Following Loan Policies of Lending Library

(Comments were sought from population group member's libraries about creating a uniform 1 renewal policy for DVDs across all STLS libraries.)

Representatives shared input collected from their constituents about a uniform 1 renewal policy for DVDs across all STLS libraries. Discussion followed about the 1 renewal policy, which resulted in more lengthy discussion about the many issues that arise from the varied circulation rules currently being used by individual libraries across the STLS system. Many ideas were put forth as solutions.

Brian reiterated that the new DAC bylaws allow the Directors' Advisory Council to advise concerning procedures affecting services to libraries, and to make recommendations to the Southern Tier Library System Board of Trustees concerning issues of system policy.

Consequently members went on to develop a slate of proposed policies to consider and vote on at the July 29th DAC meeting. Members will collect input from their constituents in the meantime. The new policies would go into effect January 1st, 2016.

Proposed system-wide policies:

-All libraries will loan 7 DVDs for 7 days to individual card holders.

-All new items will be reclassified as regular after 3 months.

-Standardized loan periods for all libraries will be as follows:

Two weeks-new books, 1 renewal

Four weeks-regular books, 1 renewal

-Patron Registration and Accurate Input of Data

(Marsha Watson is chairing this committee)

Marsha reported that she collected registration forms from many libraries with the intent to create a template to be used by all libraries to input patron information. A committee was formed consisting of Chris Corter, Marsha Watson and Karen Deutsch. The committee will meet after the July 29th meeting.

-Lost Items – Billing by Lending Library to Loaning Library Patron

(DAC members were to request input from their population group member's libraries about preferences as to procedures for billing of loaning libraries by lending libraries)

Brian reported on the need for one procedure to be used by all the libraries. Members discussed issues arising from current practices and submitted ideas for solutions. Brian will formulate a draft policy for the July 29th meeting.

NEW BUSINESS

-Zinio vs. Flipster- Any updates?

Brian reported that CCLD will use Central Library Aid to purchase the Zinio platform for \$5,000 and \$5,000 worth of subscriptions which cost on an average of \$70.00 each. Ron stated the initial agreement will be for three years with the goal of making Zinio sustainable for the long-term. Brian recommended the purchasing of electronic subscriptions be allowed under the cost-share agreement. This will be on the July 29th DAC agenda.

- Use of Patron Records for Library Fundraising

Brian reported that STLS will not produce reports of patron information for libraries to use for fundraising purposes. Members discussed suggestions for how libraries can create their own fundraising lists and possibly putting a disclaimer on the new system-wide patron registration form. NYS DMV sells information including license records, vehicle registration, and title information to third parties.

Adjournment The meeting was adjourned at 11:20.

**Southern Tier Library System
2015 Directors Advisory Council**

Director	Library	County	Term	Constituents
Karen McKerlie	Branchport	Steuben	2013 – 2015	0 – 1,999
Hope Decker	Cohocton	Steuben	2014 – 2016	0 – 1,999
Barb Radigan	Pulteney	Steuben	2014 – 2016	0 – 1,999
Karen Deutsch	Wayland	Steuben	2012 – 2014	2,000 – 4,999
Sue Moyer	Scio	Allegany	2012 – 2014	2,000 – 4,999
Segrid Dombroski	Dundee	Schuyler	2012 – 2014	5,000 – 14,999
Michelle LaVoie	Wellsville	Allegany	2014 – 2016	5,000 – 14,999
Angela Gonzalez	Penn Yan	Yates	2013 – 2015	15,000 and over
Pauline Emery	Corning	Steuben	2012 – 2014	15,000 - over
Marsha Watson	Hammondsport	Steuben	2013 – 2015	At-large
Chris Corter	CCLD	Chemung	2015-2017	CCLD/Central
Ronald Shaw	CCLD	Chemung	2014 – 2016	CCLD/Central