Southern Tier Library System  
Directors Advisory Council  
Wednesday July 26th- David A. Howe Library, Wellsville  
9:30 am

- **Attendance:** Nic Gunning (Wellsville), Segrid Dombrowki (Dundee), Margo, Gustina (STLS), Pauline Emery (Corning)
- **GoToMeeting Attendance:** Karen Smith (Whitesville), Owen Frank (CCLD), Ron Shaw (CCLD), Karen McKerlie (Branchport)
- **Call to order**
  - Time 9:35 by Segrid Dombrowski

- **5-31-17 Minutes**
  - Motion by Karen to approve the May minutes, seconded by Owen Frank

**BUSINESS**

- **Mentoring Committee Report**
  - The survey has gone out with a good percentage of participants
  - Another reminder will go out in the next week
  - We can discuss next steps at the September meeting

  May 2017 is the deadline for opening survey, June 2017 is the deadline for closing

Action Step Four – Develop place for mentoring information, structure for maintaining, tracking mechanism
  - Committee Chair (will give jobs to STLS)
  - July 2017 done, up and ready to be marketed

- **STLS Director’s Report**
  - STLS has just completed the annual statistical report.
    - It should be available to member libraries in 10-15 days.
  - They will also be sending out their plan of services
    - Fee for Service conversation will be taking place to provide information to membership on how other systems handle these fees. This includes IT and Processing Fees
    - There will also be some proposed changes and a time for feedback.
    - Set for August 30
  - The Annual Conference is for Tuesday, October 10
    - 2-4:45 for learning session, followed by awards and dinner
    - Expect a package with details by the end of August
  - The DAC will be introduced to the new hire at STLS at the September meeting
  - Margo Gustina suggests that the DAC discuss adding preferred name field on registration forms at next meeting
  - The Rural Library's Roundtable is hosting a Rural Resources program in Casanovia, NY on August 14
    - No cost, but register at NYLA.org/RLRT
  - On August 17, the Public Library Systems Director Conference will take place
    - STLS will hear minimum standards results at that point

- **Central Library Report**
  - Chris Corter is retiring at the end of this week.
    - Ron Shaw has appointed Owen Frank to complete her term on the DAC
• They have completed a major non-fiction weed and are reallocating CCLD funds to rebuild the collection
• Construction on the Teen Space is under way

- Miscellaneous items from representatives
  • Karen Smith invites all to their Ice Cream Social at the Whitesville Library on the evening of August 9
  • Pauline Emery reminds the DAC that we need to begin discussing our Advocacy initiatives at the September meeting
  • The Howe Library will be hosting Palestinian/American author Naomi Shihab Nye on October 27, 2017. All are invited.
  • Pauline is planning a “Civics and Spirits” program to bring in local politicians come in to discuss local government

- Adjournment
  - Motions by Nic Gunning to adjourn, seconded by Pauline Emery

Next Meeting Wednesday September 27th- Montour Falls

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<td>2017 ACTIONS</td>
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<td>Near term initiatives: Mentoring (this time it’s going to work)</td>
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*Project Leader:* Nic Gunning / Committee Chair

*Purpose:* It will allow us to share strengths. It will help to open communication and accomplish more through collaboration.

*Measurement:* 25% of member libraries in 1 mentor/mentee transaction

*Action steps:*
  - Action Step One - DAC forms a mentoring committee
    • Angela will put it in the agenda – and is in charge of appointing committee
    • January 25, 2017

  - Action Step Two - Make everyone on DAC a mentor
    • Angela will put it in the agenda / Nic will be the convincer
    • January 25, 2017

  - Action Step Three - Develop a survey, send it, ask STLS to make available
    • Committee Chair (add to STLS statistical survey?)
    • May 2017 is the deadline for opening, June 2017 is the deadline for closing

  - Action Step Four – Develop place for mentoring information, structure for maintaining, tracking mechanism
    • Committee Chair (will give jobs to STLS)
    • July 2017 done, up and ready to be marketed

  - Action Step Four – Marketing and advocacy for participation
    • Committee Chair (will give tasks to STLS)
    • July 2017 onward
Action Step Four – Assess effectiveness of the program
  o Committee Chair & STLS
  o July 2018