

## Director's Advisory Council Meeting

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**Southern Tier Library System  
Directors Advisory Council  
Wednesday, January 25, 2023  
GoToMeeting  
9:30 am**

**GoToMeeting Attendance:** Erika Jenns (STLS), Mandy Fleming (STLS), Bridget Marshall (Howard/Avoca), Sheila Weaver (Belfast), LeighAnn Rumsey (Bath), Pauline Emery (Corning), Cody Herman (Arkport), Owen Frank (CCLD), Wilsinia Ocasio (Prattsburgh), Karin Thomas (Odessa), Denise Chilson (Hornell), Jennie Lewis (CCLD), Karen Fay (Addison), Larissa Wagner (STLS), Brian Hildreth (STLS), Tina Dalton (Cuba), Melanie Miller (Alfred), Kelly Povero (Watkins Glen), Emily Smith (Montour Falls), Keturah Cappadonia (STLS), Sally Jacoby-Murphy (Hammondsport), Angela Gonzalez (Penn Yan), Hope Decker (Wayland), Karen Smith (Whitesville)

- **Call to order-** Meeting called to order at 9:33am.
- **Discussion and Approval of November Minutes** Notes from November meeting motion to approve by Kelly, and seconded by Sheila.

### **BUSINESS**

- **Old Business**
  - Updates from Committees:
    - Circulation Management- Mandy Fleming
      - Mandy reported that the Assumed Lost reports have gone out to all libraries. They will go out on January 1 and July 1 moving forward.
      - The Circulation Committee is working on guidelines to present to the DAC regarding purging holds, holds on missing and lost items, and guidelines on the notes/comments fields in WorkFlows.
      - The next ILS meeting will take place on February 8<sup>th</sup> at 9:30.
      - The ILS team will be sending out an email next week regarding monthly reports accessible in Blue Cloud Analytics (BCA).
    - Information Literacy- Pauline Emery
      - Pauline will be stepping down from serving as chair of this committee.
      - Any interested volunteers should email Tina Dalton.
    - Diversity & Equity – Sally Jacoby Murphy
      - The Community Voices collection rotation has finished up. Those who have emailed Sally to request the collection a second time should be receiving an email soon with a schedule.
      - Book Club will begin again on February 22. The DEI Book Club takes place the month opposite the DAC meetings. The first meeting will be February 22 at 9:30. They are reading 2 children's

books, *Eyes that Kiss In the Corners* and *Eyes that Speak to the Stars*.

- Looking ahead, the book club will meet April 25, and will read Michelle Obama's *The Light We Carry*.
- Vacant: DAC representative 0-1,999 population
  - We are still looking for a representative for this population group. If you are interested, or know of someone who might be interested, please reach out to Tina.
- **New Business**
  - Strategic Plan committee
    - There has not been a strategic plan for the DAC since pre-COVID. We need to create a new strategic plan.
    - Kelly Povero will be chairing this committee
    - Please email Kelly if you are willing to serve on the committee.
  - Mentor Program
    - On the STLS Website there is a list of directors willing to mentor newer directors. This has not been updated since 2017. There are a lot of new directors, so Brian is working on putting together a survey in order to update the mentor list.
    - This is a way of providing new directors with support and guidance, as creating strong networks among member libraries.
- **Central Library Report- Owen**
  - CCLD ran a BCA report that showed in 2022, 790 print items were added to the collections with Central Library Aid.
  - 753 of those items were print non-fiction.
- **STLS Director's Report- Brian**
  - 2023 State Aid Advocacy
    - The governor's budget proposal should be out February 1 at noon.
    - Last year libraries received a 4.5% increase in aid, and construction aid remained the same over the previous year.
    - There will be no Federal COVID-19 relief funds to states this year
    - Advocacy Day will take place February 28!
    - More information about advocacy postcards and social media campaigns will be coming out. Be sure to participate!
  - STLS Spring Continuing Education Conference
    - The spring CE in partnership with CCLD will be held in-person at Corning Community College's Houghton Library
    - There are 12 programs that will be offered
    - It is open to library staff and trustees. (Trustees who attend will meet their training requirements for the year).
  - American Recovery Plan Act Funds
    - STLS is waiting for two libraries to finish purchasing through the Appalachian Regional Commission grant and then they will be able to allocate the ARPA funds to member libraries who participated in the ARC grant.
    - The ARPA funds can be used to reimburse the library portion of the ARC grant.

- The goal is for these reimbursements to be made in the first quarter of 2023.
- **General Updates**
  - From STLS Consultants
    - Erika-The annual report is coming up! There are two annual report parties scheduled. The annual report portal is not open yet. Erika will send an email when it is open! All data will be available on the STLS website.
  - From Directors
    - For the Good of the Order- library directors shared things either personal or professional that they are excited about or looking forward to.
- **Adjournment- Meeting adjourned at 10:14am.**

*Next Meeting: March 29, 2023*