

Director's Advisory Council Meeting

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**Southern Tier Library System
Directors Advisory Council
Wednesday, July 26, 2023
GoToMeeting
9:30 am**

GoToMeeting Attendance: Brian Hildreth (STLS), Kelly Povero (Watkins Glen), Denise Chilson (Hornell), Karin Thomas (Odessa) Connie Beall (Addison), Karen Smith (Whitesville), Angela Gonzalez (Penn Yan), Keturah Cappadonia (STLS), Owen Frank (CCLD), Molly Fox (Cohocton), Emily Smith (Montour Falls), Pauline Emery (Corning), Sheila Weaver (Belfast), Erika Jenns (STLS), Tina Dalton (Cuba), Jess Westlake, Lorie Brown (STLS), Melanie Miller (Alfred)

- **Call to order-** Meeting called to order at 9:32am
- **Discussion and Approval of January Minutes** Kelly made a motion to approve the May minutes, and Pauline seconded

BUSINESS

- **Old Business**
 - Updates from Committees:
 - Circulation Management- Tina shared that Mandy provided the minutes from the committee's last meeting. Kelly shared that Cuba and Watkins Glen will pilot the Lucky Day collections in their libraries for 2 months starting in August. It was also shared that CCLD has joined the reciprocal borrowing program. Items from the Elmira Correctional facility are no longer holdable.
 - Information Literacy- Emily Smith- No updates
 - Diversity & Equity – No updates
 - Strategic Planning (for DAC)- Kelly Povero
 - Meeting scheduled for next Monday. They will be working on creating survey questions for the membership.
 - 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. Wilsinia is no working at an STLS library and she held seats on the information literacy, strategic planning, and DEI committees. If anyone is interested in participating in these committees they can reach out to Tina.
 - Mentor Program
 - The survey link has been emailed out. Please fill it out and share with library staff.
 - Lucky Day Collection

- Mandy shared that they will be discussing this at the Circulation Committee meeting next week to propose circ rules. They will pilot this program at 1-2 libraries.
 - Strategic Planning (for libraries): Brian shared they are hoping to have more information and start meeting with member libraries in mid-to-late September
- **New Business**
 - Lorie Brown shared information about the Great Give Back which will take place on Saturday, October 21, 2023.
 - The Great Give Back began in 2016, and STLS member libraries have been participating since 2017. Last year 10 libraries signed up to participate, which is about 25% of membership. This is below Lorie's goal of 50%.
 - There are multiple ways libraries can participate:
 - Including something you already do!
 - Involve volunteers; do an off-site project
 - Can be a multi-day, involving multiple organizations and partners
 - There is a state-wide webinar scheduled for 7/27 at 2pm.
 - Lorie will be sending out a link to RSVP to participate in the Great Give Back
 - Lorie is looking for about 3 directors to help serve on a committee to encourage system-wide participation
- **Central Library Report- Owen**
 - As of July 20, 232 print non-fiction items have been added to the collection using central library funds. These items have circulated 493 times.
 - 17 print reference materials have been added.
 - The e-Desk has received 326 questions.
- **STLS Director's Report- Brian**
 - **State Aid:** Libraries will be receiving the same amount of state library aid as they did in 2023.
 - Brian will be sending an email out to directors and board presidents.
 - Libraries can expect to receive checks in late September or early October.
 - **Reminder: PIN to Password change will take place on August 28th**
 - **Email Migration:** Email will be migrating to MS 365 on September 30th.
 - It is recommended the library directors and staff participate in the August 23 ILS meeting.
 - STLS IT staff is working on creating training videos and webinars
 - Training will be required for everyone who has an STLS email
 - Recordings will be available; directors need to make this information available to all staff
 - **NOVEL NY-** NYS library receives funding from the State and IMLS. Due to consistent flat funding or cuts, as of June 30, 2024, the NOVEL NY databases will end. Both public library system directors and school libraries are trying to advocate for libraries as this is the only database suite offered by the State Library to public and school libraries across the state.
 - **Delivery Update:** Lorie has continued to coordinate delivery as the position that Lyndsie Guy occupied has not been filled. There has been a turnover of drivers as well, but now STLS is at full capacity with drivers, and may be looking to hire a part-time driver.

- **Annual Meeting:** This year the annual meeting will taking place on October 6 at the Wellsville library. The plan for the next five years is to have the annual meeting hosted at a member library in each county.
- **Staffing at STLS:** Brian announced that STLS has hired a part time ILS Specialist to help with cataloging. And they have hired a full time IT person who will handle procurement for the system and member libraries.
 - There is a vacant member services consultant position previously occupied by Lyndsie Guy. STLS will be reviewing the job description and re-posting it.
- **Ingram-**Mandy has sent out an email with updates with Ingram. Ingram is now charging \$0.55/ catalog record. Despite advocacy efforts, Ingram is unwilling to eliminate these fees.
 - Tina shared that she would like to stop paying for records and carry on larger libraries if a cost-share model could be worked out.
 - Brian said that they've reached out to other library systems throughout the state to see what they are doing. He said they are pointing libraries to Baker and Taylor.
 - Directors had mixed feelings about Baker and Taylor. They also wanted to charge for MARC records before the pandemic, but they ended up reversing that decision.
 - Owen shared that Ingram's selection is great and they are the only vendor that will do the spine labels like they want. However, looking at just Horseheads alone, the cost of MARC records for books purchased would be \$1,700.
 - Brian shared that currently Baker and Taylor does not charge for MARC records.
- **General Updates**
 - From STLS Consultants
 - Keturah shared that COSAC grants are due on August 31 and application for the DEI Micro Grant is due on September 30.
 - Last year they received the most applications ever for COSAC grants.
 - From Directors
 - Owen asked about NOVEL NY and if there were any plans to prevent the loss of this service.
 - Brian shared that school library system are particularly unhappy about the news, and they recommended advocating to state legislature to fund the databases. However, Brian pointed out that their record of funding libraries even despite our advocacy efforts is not great.
 - There are discussions about a state-wide cost share model, and STLS would be willing to allocate funds to support that, not all library systems are.
 - Even using central library funds wouldn't cover the cost of these databases.
 - Kelly shared that she highly recommends the performer, Perry Ground. His programs are highly engaging and suitable for multiple ages.
 - Tina said she is hosting him in the fall, and if other libraries are interested in hosting there might be a discount for multiple bookings.

- Emily shared that she has resigned as the Montour Falls library director, as she is taking a new job. Jess Westlake will be taking over as Director of MFL.
 - Owen made a motion for Jess to appoint Jess as a representative for the 0-1,999 population. Kelly seconded.
- **Adjournment- Meeting adjourned at 10:15am.** Kelly motioned to adjourn the meeting. Emily seconded.

Next Meeting: September 27 at Southeastern Steuben County (Corning) Library

Respectfully Submitted,

Melanie Miller