

**Mohawk Valley Library System
Director's Report
November - December 2020**

Administration & Governance

We finished 2020 in good financial condition, with a fund balance over \$1 million. While the financial statements show an \$83,000 deficit, they don't incorporate the \$95,000 PPP loan/grant. That funding won't show in the financial statements as income until it is formally "forgiven"; which should happen sometime in the first half of 2021. Also, we may still receive some or all of the state aid that was withheld in 2020. So things are financially OK, and, if more aid is released and the 2021 state budget isn't too painful, they could get a lot better

Thank you for participating in Kathy's retirement acknowledgment and gift. She was very pleased with the result. Sharon O'Brien did a great job with the lottery tickets concept and with the gift.

Heather Dickerson is set to begin work as the MVLS Public Services Consultant on Thursday, January 14. We are very excited to have her begin work on youth services and outreach.

We received well over 100 applications and interviewed four candidates for the Administrative Associate position; and selected Daniele Callihan to be the new MVLS Administrative Associate. Unfortunately, after starting the job and working for a few days, she decided that it wasn't what she expected, and she resigned. We were all shocked: she appeared to be working in well. We are reopening the search. We know there are other candidates still interested, so we should have a new and improved Administrative Associate on staff soon.

We have received the annual audit review proposal from T.M. Byxbee. The 2021 cost will remain the same, at \$3,750 for MVLS and \$2,850 for JA. Since the audit firm works for the board, this requires action at the board meeting.

Cheryl Cufari has been serving as the MVLS Treasurer since 2014. She is now interested in resigning from that office. This presents us with the option of changeing the way MVLS uses the services of a Treasurer. For all public organizations and for most larger private organizations, the Treasurer is a paid employee. Since many of our libraries are required to have a paid Treasurer, I think we should consider doing the same at MVLS. I have developed a draft job description which we can review at the January meeting.

According to the MVLS Bylaws, a nominating committee should be appointed in January. The nominating committee is charged with proposing candidates for trustee positions that become vacant at the next Annual Meeting and developing a slate of officers to be elected at the reorganizational meeting that follows the annual meeting. We have three trustee terms that expire in 2021: Mary Salluzzo, Felicia Spivey and Becky Sokol (apparently it is the year for those whose last name begins with "S"). All are eligible for reelection. Also, with the resignation of Christina Knee, MVLS also has a vacancy in the Vice President position.

Automation and Resource Sharing

The JA Council will hold the first meeting of 2021 on January 13. That meeting typically includes action on the member fees for the following year, in this case for 2022. The JA Finance Committee held an open meeting on December 9 to get member input. The consensus at that meeting was to hold fee income unchanged in 2022, meaning the amount raised from fees will remain at \$726,055; the same figure used in 2020. Also, since fees are ordinarily computed based on data from 2 years previous (2021 fees are computed based on 2019 data), and the library use data for 2020 are so skewed by COVID, the proposal is to continue to use 2019 data to compute 2022 fees. This will have the effect of library fees remaining exactly the same throughout 2021 -2022. Action on JA 2022 fees will be an agenda item at the January board meeting.

Karen Bradley and I have met to discuss the 2021 Central Library Plans. Because this is such an uncertain year – we still don't know what the final values for 2020 Central Library Aid will be, never mind 2021 – we are recommending holding the two central library aid plans steady, to be modified if the aid situation changes. Copies of the 2021 Central Book Aid and Central Library Development Aid plans will be included with the meeting materials on the website. The 2020 plans are on the website at: <http://www.mvls.info/insidemvls/mission-plan-of-service/plan-of-service/>.

We, along with other library systems around the country, have run into a problem with the E-magazine service that was most recently provided through Overdrive. The company, without any notice, radically changed their service model, effectively pricing MVLS out of the service. We are working with members to find an alternative solution.

Outreach & Adult Services

Heather Dickerson will be starting in January, and part of her role is to perform outreach duties. Initial outreach tasks will be to reinvigorate our work with the county jails and state correctional facility, a restart of the Outreach Advisory Council, and new emphasis on the state adult literacy grant.

A few virtual adult literacy and NYSCA book discussion programs are being held. We are doing what we can to support the continuation of these program series.

There may be a change coming to how the state funds outreach. The Division of Library Development is proposing incorporating all of the small pots of money (adult literacy, institutions, corrections, etc.) into the overall Outreach aid, and letting systems have less record-keeping and more flexibility in meeting local needs. This could begin with the 2021 state budget year.

Youth Services

The 2020 Summer Reading Planning Workshop will be held virtually on Tuesday, February 23. Heather will be working with Mary Fellows to plan and provide this combined MVLS/UHLS program.

Heather will also be working on the Family Literacy state grant, and on the publisher's preview books initiative.

Member Services

Upcoming meetings and workshops include the following:

January 7 – Director’s Meeting
February 4 – Director’s Meeting
February 23 – Summer Reading Program Workshop
February 26 – NYLA Advocacy Day

Don LaPlant is the new Director at the Schoharie Free Library, replacing Cathy Caiazzo, who retired at the end of the year. MVLS staff has been working with Don on orientation. The Canajoharie Library is in the middle of the search for their new director. Preliminary info is that the search is going well and they are pleased with the candidates. Schoharie and Cobleskill both have active searches for critical support staff.

We are currently assisting Canajoharie, Schenectady and Schoharie with charter and governance issues. Schoharie is amending their charter to expand the service area to the Schoharie School District. Canajoharie is pursuing a charter amendment to update their name and purpose to include the current museum operations. Schenectady is working to regularize their charter and bylaws concerning trustee numbers and terms.

I met with the Amsterdam board in mid-December to provide information on construction, planning and a capital campaign. They have hired a consultant to assist with the implementation of their major building project.

All libraries have received Chromebooks & hotspots through the census project. I am very pleased to see libraries embracing using these resources to serve their communities.

Advocacy & Awareness

NYLA Advocacy Day is scheduled for Friday, February 26. This year Advocacy Day will be all virtual. Please participate in whatever way works for you, and encourage others from your community to do the same. Because of the deficit budget situation, this will be an unusually uncertain year. Please be vigilant in responding to all requests to send emails and letters to state officials. We are hopeful that the virtual model, while less effective in some ways, may allow for more participation.

Wade continues to work with The Community Library in Cobleskill on the community forum part of their planning process. The virtual gatherings have been surprisingly effective. Both Middleburgh and Fort Plain are interested in similar planning activities once things open up a bit.

We have received three Advocacy Grant applications in the current cycle. All involve libraries doing community engagement as a preface to important budget votes. Applications are as follows:

The Community Library (Cobleskill)	\$1,947
Schoharie Free Library	\$2,500
Sharon Springs Free Library	\$1,400
Total:	\$5,847

We will discuss at the January meeting.

Meetings, Contacts & Field Visits

11/2/2020	Eric Laughlin, Council Services Plus Suzan Friedlander, The Arkell Museum at Canajoharie
11/3/2020	Kathleen Gundrum, Capital District Library Council Mary Beth Farr, Division of Library Development Foundation Board
11/4/2020	Lauren Moore, New York State Librarian Suzan Friedlander, The Arkell Museum at Canajoharie
11/5/2020	Shannon Aldi-Hogan, Frothingham Free Library Suzan Friedlander, The Arkell Museum at Canajoharie
11/6/2020	Nicole Hemsley, Amsterdam Free Library
11/9/2020	Foundation Board Erica Wing, Johnstown Public Library MVLS Board of Trustees
11/10/2020	Deborah Paden Valerie Acklin, Gloversville Public Library Erica Wing, Johnstown Public Library Lauren Moore, New York State Librarian Helen Thomas, Sharon Springs Library Suzan Friedlander, The Arkell Museum at Canajoharie
11/12/2020	Particia Clancy Nicole Hemsley, Amsterdam Free Library JA Council
11/13/2020	Foundation Board Sara Dallas, Southern Adirondack Library System
11/16/2020	John Naple Kathleen Gundrum, Capital District Library Council Catherine Caiazzo, Schoharie Free Library
11/17/2020	Don LaPlant, Schoharie Free Library
11/18/2020	Kathleen Gundrum, Capital District Library Council MVLS Board of Trustees
11/20/2020	William P. Leitch Don LaPlant, Schoharie Free Library Edward Asselin, SUNY Cobleskill
11/23/2020	Capital District Library Council
11/24/2020	Kathleen Gundrum, Capital District Library Council Whitney Hubbard, Fort Plain Free Library Foundation Board MVLS Member Library Directors Catherine Caiazzo, Schoharie Free Library Kim Zimmer, The Community Library
11/27/2020	Kim Zimmer, The Community Library

11/30/2020	Barbara Madonna Patricia Clancy Nicole Hemsley, Amsterdam Free Library Whitney Hubbard, Fort Plain Free Library Foundation Board MVLS Board of Trustees MVLS Member Library Directors Kerrie Burch, QUESTAR III BOCES SLS Sara Dallas, Southern Adirondack Library System
12/1/2020	Michael Burnett, Northville Public Library Edward Asselin, SUNY Cobleskill
12/2/2020	Susan Kazilas Karen Bradley, Schenectady County Public Library Sara Dallas, Southern Adirondack Library System
12/3/2020	MVLS Member Library Directors Don LaPlant, Schoharie Free Library Sara Dallas, Southern Adirondack Library System Suzan Friedlander, The Arkell Museum at Canajoharie
12/4/2020	Cheryl Cufari Nicole Hemsley, Amsterdam Free Library Sara Dallas, Southern Adirondack Library System Dawn Lamphere, The Margaret Reaney Memorial Library
12/7/2020	William Levering Kathryn McCary, Law Office of Kathryn McCary Karen Bradley, Schenectady County Public Library Sara Dallas, Southern Adirondack Library System
12/8/2020	Nicole Hemsley, Amsterdam Free Library Shannon Aldi-Hogan, Frothingham Free Library Erica Wing, Johnstown Public Library
12/9/2020	William Levering JA Finance MVLS Board of Trustees Karen Bradley, Schenectady County Public Library Kim Zimmer, The Community Library
12/10/2020	Nicole Hemsley, Amsterdam Free Library Whitney Hubbard, Fort Plain Free Library MVLS Board of Trustees Karen Bradley, Schenectady County Public Library Kim Zimmer, The Community Library
12/11/2020	Kathleen Gundrum, Capital District Library Council Karen Bradley, Schenectady County Public Library
12/14/2020	Erica Wing, Johnstown Public Library MVLS Trustee Education Session – Amsterdam Sara Dallas, Southern Adirondack Library System Suzan Friedlander, The Arkell Museum at Canajoharie
12/15/2020	Eric Laughlin, Council Services Plus Heather Dickerson, Mohawk Valley Library System
12/16/2020	Suzan Friedlander, The Arkell Museum at Canajoharie

12/18/2020	Don LaPlant, Schoharie Free Library
12/23/2020	MVLS Member Library Directors
12/29/2020	Don LaPlant, Schoharie Free Library
12/30/2020	Nicole Hemsley, Amsterdam Free Library
	Whitney Hubbard, Fort Plain Free Library
	Helen Thomas, Sharon Springs Library
	Sara Dallas, Southern Adirondack Library System
	Suzan Friedlander, The Arkell Museum at Canajoharie
	Kim Zimmer, The Community Library
	Dawn Lamphere, The Margaret Reaney Memorial Library
12/31/2020	Terry Pavoldi, Middleburgh Public Library
	Lauren Moore, New York State Librarian
	Don LaPlant, Schoharie Free Library
	Kim Zimmer, The Community Library