

**Mohawk Valley Library System
Director's Report
January and February, 2023**

Administration & Governance

The executive committee met on January 27 to approve the four items that needed board action in January. Those items are:

- Approve the 2024 JA Fee formula
- Approve Terry Pavoldi and Haileab Samuel for terms on the JA Council
- Approve the Winter 2023 Advocacy Grants and
- Approve the Public Services Consultant Job Description

All items were approved. For more information see the Executive Committee minutes at:

<https://www.mvls.info/wp-content/uploads/2023/02/Minutes-Executive-Committee-January-2023.pdf>

Formal board approval of the Executive Committee actions will be an item of business at the March board meeting.

The Bylaws amendments that were discussed at the November meeting, and further refined shortly after that meeting, are ready for board action. A fresh copy can be found on the website with the January meeting materials. We will also be looking at very slight amendments to the Board Governance Policy and the Committee Charges. I am not recommending any changes to the Conflict of Interest or Whistleblower policies. The current versions of all of these are available on the MVLS website at: <https://www.mvls.info/insidemvls/policies-and-guidelines/>.

Also for action at the March meeting, trustees who have not already done so for 2023 will need to update our annual Conflict of Interest disclosures. The disclosure form is on the website at: <https://www.mvls.info/wp-content/uploads/2016/04/COI-Disclosure-Form.pdf>.

Based on our discussion in January, I have updated the committee assignments. They are on the website at: <https://www.mvls.info/board-of-trustees/committee-list/>. Please contact Mary VanPatten or me to request any changes.

Mary Carrier and Sharon O'Brien have been working on recreating the MVLS website. This will make our site more accessible and easier to use, and will also update much of the information on the site. In addition, we have purchased scheduling software so libraries can request MVLS kits and other resources right from the new website. We will have Mary in to demonstrate the new website at a future meeting.

As I am sure you already know, the Governor's budget proposal cut library aid and public library construction aid. There is more in the Advocacy section of this report on the state budget process.

Kathryn McCary has been the MVLS attorney for decades. She is retiring effective June 30. We are working to develop a relationship with another local attorney. MVLS has good relationships with more than one law office that has library specialists, and we benefit from those relationships. But we also benefit by having local attorneys who are knowledgeable about libraries. Kathryn is helping us build a new relationship, and train a new lawyer on the type of legal advice that libraries and MVLS needs.

Over the weekend of March 4-5, MVLS had a power outage/surge; and that event killed our phone system. We are getting quotes from several companies for Voice over IP phone service (VIOP), which is now the standard for business phone systems.

We had 8 applicants for the open Public Services Consultant position. Three were invited for interviews, which are scheduled for the week of March 20. Since the timing is not working with our board meeting schedule, I suggest the board authorize the Executive Committee to validate the official appointment of the final candidate. We can discuss more at the meeting in executive session.

The MVLS 2022 State Annual Report is complete. It is required for the board to review and approve the report each year. A copy will be with the board materials for the March meeting.

Planning has moved forward for the proposed board retreat in April. At this point the tentative plan is for an event to be held from 9:00 – 11:30 in a member library with a virtual option. The morning will include a community conversation with staff and trustees from member libraries as well as a presentation on building library use post COVID. Member libraries will be able to participate in-person and via Zoom. For a review of the current MVLS goals, see here: <https://www.mvls.info/wp-content/uploads/2022/02/MVLS-Mission-Vision-Goals-2022.pdf>. We will discuss more at the March board meeting.

Empowering Member Libraries with Automation and Resource Sharing

The JA Council meets on March 8. Security issues are the big emphasis. All library staff and volunteers that use email and Onedrive will have to complete quarterly security training and testing to ensure that the system is protected against hackers. Next we will be implementing multifactor authentication, like is now standard with financial and medical accounts – even Google. Finally, we have a proposal out to get cyberliability insurance. It is important for libraries to know that they need their own insurance in order to get protection for breaches that trace back to their buildings or staff.

MVLS is working with SCPL to reimagine Central Library Services. We currently have a survey out to member libraries, and will soon be reconvening the Central Library Advisory Committee. The goal is to have a new plan for 2024, that will include more electronic resources and opportunities for all member libraries.

We will soon be expanding access to e-resources without any additional spending. It has been a frustration to users, and to us, that we have not been able to share e-resources among library systems like we do with physical books. Now it is possible; and we will be implementing Overdrive sharing arrangements with the Mid Hudson, Southern Adirondack and Upper Hudson Library Systems. Sharon O'Brien has been working with the other systems to make sure access rules are equitable and non-conflicting.

Empowering Member Libraries with Youth, Adult and Outreach Services

MVLS libraries have participated in the statewide Summer Reading Program planning workshops that Heather helped to organize. We continue to provide opportunities for libraries to participate in similar training opportunities.

Mary's Digital Literacy Classes are ongoing in member libraries. To date, classes have been held at Schenectady sites and at Middleburgh. Mary is working to schedule classes for other libraries. In addition, she has restarted the MVLS Adult Programming meet-ups, to encourage collaboration.

Kate is coordinating MVLS library participation in the regional Greatest of All Time Teen Services meetup, scheduled for April 18 in East Greenbush.

MVLS is providing library service to the Schoharie County Jail! Thanks to Katherine and Susan for making the contacts that made this happen. Shelving has been installed and we are putting together the initial book order. They have elected to start with all paperback books. The state funding basically allows us to allocate \$1,000 per year to each county jail. Because Schoharie has been inactive for several years, we have some backlog funding to put toward getting them a strong start. We spent \$900 on the shelving, and will spend \$2,000 on materials for Schoharie County in 2023.

Empowering Member Libraries with Training, Consultation and Collaboration

The MVLS Director's Council is again active! Thank you to Kim Zimmer and Valerie Acklin for taking the lead in re-establishing the Director's Council as a somewhat independent agency. This has been an MVLS goal for some time. The first meeting was held on January 25 in Cobleskill. The second will be on March 15 in Fonda.

Mary's work with library websites continues. As more libraries complete their new sites, Mary is working on the MVLS website.

Mary is working with JA staff to help libraries implement wireless printing, which enables library users to print in the library from their own devices. Gloversville is serving as a pilot site for a product called Princh. So far, it looks promising. Other libraries are interested in implementing.

Libraries are working on their state annual reports. To date, four libraries have submitted reports and we are working with several others to get their reports completed with meaningful data.

We now have two long-serving MVLS member library directors who have announced their retirements as of 12/31/2023. Michael Burnett has been the director at Northville since 1990, and Dawn Lamphere started in St. Johnsville in 1976. We are working with both libraries on succession issues.

Empowering Member Libraries with Advocacy & Awareness

NYLA Library Advocacy Day was held in-person on Tuesday, February 28. In spite of the stormy weather, a good crowd gathered at the Legislative Office Building in Albany. Attendance was probably about 1/3 of the historical norm; but many schools and libraries were closed for the weather, and it was the first in-person Advocacy Day in 3 years. Legislators and staff all assured us that they would work to reverse the Governor's cuts and get libraries an increase. Please be alert for opportunities to advocate over the next few weeks as the state budget process plays out.

More libraries are working with Wade on community engagement and planning activities. In addition, we have quite a few libraries working toward significant budget votes, including Cobleskill, Schoharie, Sharon Springs, Fonda, Amsterdam and Gloversville. Amsterdam is working with consultant Libby Post.

I have talked about my work with Sharon Springs, helping them to move toward a school district vote, as opposed to the town budget proposition that they have been using for several years. A PILOT agreement with a regional Wal Mart Distribution Center has presented an obstacle to that change. MVLS has worked with several attorneys to get clarity on that issue. We were able to get the general issues addressed by the statewide library Ask-A-Lawyer service. You can read their analysis here: <https://www.wnylrc.org/ask-the-lawyer/raqs/304>

Meetings, Contacts & Field Visits

1/3/2023	MVLS Member Library Directors
1/4/2023	Jeanne M. Irwin Terry Pavoldi, Middleburgh Public Library MVLS Staff
1/5/2023	Nicole Hemsley, Amsterdam Free Library Charity Thorne, Schenectady County Public Library Helen Thomas, Sharon Springs Library Tim Burke, Upper Hudson Library System
1/6/2023	Linda Bell, Frothingham Free Library
1/9/2023	Sharon Springs Library BOT
1/10/2023	Linda Bell, Frothingham Free Library JA Council MVLS Member Library Directors Michael Burnett, Northville Public Library
1/11/2023	JA Council Michael Burnett, Northville Public Library
1/12/2023	Mary Salluzzo Maria Cancro, Canajoharie Library & Art Gallery Valerie Acklin, Gloversville Public Library Tim Burke, Upper Hudson Library System
1/13/2023	MVLS Board of Trustees MVLS Member Library Directors Kim Zimmer, The Community Library
1/17/2023	Jeanne M. Irwin Beverly Osborne Cheryl Miller Capital District Library Council Whitney Hubbard, Fort Plain Free Library MVLS Staff Michael Burnett, Northville Public Library
1/18/2023	Jeanne M. Irwin Cheryl Miller Lauren Barton, NBT Bank - Duanesburg Branch Charity Thorne, Schenectady County Public Library
1/19/2023	MVLS Board of Trustees MVLS Executive Committee

1/20/2023	Charity Thorne, Schenectady County Public Library Haileab Samuel Capital District Library Council MVLS Member Library Directors
1/23/2023	Charity Thorne, Schenectady County Public Library MVLS Executive Committee Michael Burnett, Northville Public Library Charity Thorne, Schenectady County Public Library
1/24/2023	Sara Dallas, Southern Adirondack Library System MVLS Member Library Directors MVLS Staff Michael Burnett, Northville Public Library Sara Dallas, Southern Adirondack Library System
1/25/2023	Susan London Katherine Hawkins Kathleen Gundrum, Capital District Library Council MVLS Member Library Directors Michael Burnett, Northville Public Library Yvonne Keller-Baker, Schoharie Free Library Helen Thomas, Sharon Springs Library Sara Dallas, Southern Adirondack Library System Kim Zimmer, The Community Library
1/26/2023	Michael Burnett, Northville Public Library Helen Thomas, Sharon Springs Library
1/27/2023	HFM School Library System Council MVLS Executive Committee MVLS Trustee Education Session - SHS PULISDO
1/30/2023	Robert Schofield, Whiteman, Osterman & Hanna, LLP Maria Cancro, Canajoharie Library & Art Gallery Kathleen Gundrum, Capital District Library Council Barbara Madonna, Gloversville Public Library MVLS Executive Committee Charity Thorne, Schenectady County Public Library Yvonne Keller-Baker, Schoharie Free Library Kim Zimmer, The Community Library
1/31/2023	Robert Schofield, Whiteman, Osterman & Hanna, LLP MVLS Member Library Directors MVLS Staff Michael Burnett, Northville Public Library Charity Thorne, Schenectady County Public Library
2/1/2023	Joe and Rose Marie Trapani Nicole Hemsley, Amsterdam Free Library Barbara Madonna, Gloversville Public Library Kathryn McCary, Law Office of Kathryn McCary MVLS Board of Trustees Michael Burnett, Northville Public Library

	Devon Hedges, Schenectady County Public Library
	Sara Dallas, Southern Adirondack Library System
2/2/2023	Jeanne M. Irwin
	Michael Burnett, Northville Public Library
	Helen Thomas, Sharon Springs Library
2/3/2023	Susan London
	Kathryn McCary, Law Office of Kathryn McCary
	Beth DeMidio, Schenectady County Public Library
	Devon Hedges, Schenectady County Public Library
	Charity Thorne, Schenectady County Public Library
2/6/2023	Nicole Hemsley, Amsterdam Free Library
	Foundation Board
	Kathryn McCary, Law Office of Kathryn McCary
	Sara Dallas, Southern Adirondack Library System
2/8/2023	Charles Reed
	Charity Thorne, Schenectady County Public Library
2/9/2023	Susan London
	Judi Steiger, Fort Hunter Free Library
	Michael Burnett, Northville Public Library
2/10/2023	Foundation Board
	MVLS Staff
2/13/2023	Carol Stuff
	Maria Cancro, Canajoharie Library & Art Gallery
	Linda Bell, Frothingham Free Library
	John Sullivan, Frothingham Free Library
	Fonda Library PR Event
	Charity Thorne, Schenectady County Public Library
2/14/2023	David Salvagni
	Nicole Hemsley, Amsterdam Free Library
	Devon Hedges, Schenectady County Public Library
	Kim Zimmer, The Community Library
	Dawn Lamphere, The Margaret Reaney Memorial Library
2/15/2023	Nicole Hemsley, Amsterdam Free Library
2/16/2023	Maria Cancro, Canajoharie Library & Art Gallery
	Roger Butler, Schoharie County Sheriffs Department
	Helen Thomas, Sharon Springs Library
2/17/2023	MVLS Member Library Directors
	Devon Hedges, Schenectady County Public Library
2/21/2023	Maria Cancro, Canajoharie Library & Art Gallery
	MVLS Staff
2/22/2023	Maria Cancro, Canajoharie Library & Art Gallery
2/24/2023	Beverly Osborne
	Kathryn McCary, Law Office of Kathryn McCary
2/27/2023	Kathryn McCary, Law Office of Kathryn McCary
	NYLA
	PULISDO
2/28/2023	John Naple

Nicole Hemsley, Amsterdam Free Library
NYLA Advocacy Day Meetings