MID-HUDSON LIBRARY SYSTEM
System Services Advisory Committee Meeting

Date: January 25, 2022   **Location:** Virtual

Committee members attending:

☒ AnnaLee Dragon (Columbia)   ☒ Maureen Garcia (Greene)
☐ Thea Schoep (Columbia)   ☒ Michele Capozzella (Putnam)
☒ Jesse Chance (Dutchess)   ☒ Johanna Reinhardt (Putnam)
☒ Mary De Bellis (Dutchess)   ☒ Julie Kelsall-Dempsey (Ulster)
☒ Catherine Benson (Greene)   ☒ Margie Menard (Ulster)

Staff Attending: Rebekkah Smith Aldrich (MHLS), Saran Camara (MHLS), Laurie Shedrick (MHLS)
Others Attending: None

Discussion Items:

1. SSAC is seeking a new DA chair in light of AnnaLee Dragon moving on to NYLA. Johanna Reinhardt will assume the role of Secretary.

2. **Overdrive Reciprocal Lending Agreement**
   Annalee Dragon moved, Julie Kelsall-Dempsey seconded, and the vote was unanimous for the following proposals related to the Lending Agreement:

   o Visiting patrons will not be allowed to recommend titles for purchase
   o Visiting patrons will not be allowed to place holds on titles
   o Visiting patrons will be allowed to check out metered titles
   o Visiting patrons will not be allowed to check out CPC titles.

   Rebekkah Smith Aldrich reiterated that many libraries have been underspending on their digital collections, and the importance of being a good neighbor by not allowing other libraries to shoulder the majority of the purchasing.

3. **Proposed 2023 Assessment Table Format**
   AnnaLee Dragon moved, Julie Kelsall-Dempsey seconded, and vote was unanimous to make the following changes:

   o MOVE the billable Sierra licenses out of this table and include with other opt-in individual items like TNS, self-checkout, web hosting and tech support contracts. This means REMOVING the existing Columns F, G, & J.
   o RENAME current column D to "General Fixed" to reflect that it is a fixed amount, not variable from year-to-year.
   o COMBINE Columns H&I; MOVING the new, combined column to fourth position (new column D) for clarity; and RENAME to "Circ./Pop. Assessment" to better reflect where the calculation is actually from.

- o RENAME: 'Sierra Fee: Capital" to "Members Capital" to better help make the match more cleanly to the **Members Capital Fund Policy** approved by the DA

4. **Proposed 2023 Assessment Table Rolling Three-Year Averages**
   It was moved (Julie Kelsall-Dempsey), seconded (AnnaLee Dragon), and unanimously agreed to recommend using years 2017-2019 for the 3-Yr. Avg for Circ and Holds data, as including 2020 and 2021 would not provide a fair comparison given libraries' different hours-open status and volatility of usage during these two years. MHLS was thanked for the tremendous amount of work that went into updating the table.

5. **New Vega Modules**
   MHLS has asked that county director's groups rank the four new modules (Interact @$47,430/year; Promote @ $47,430/year; Program @$47,430/year; and Analyze @$42,500/year) as continued contract discussions will take place in the coming months. There may be room for negotiating the cost in the future. DA will follow up with MHLS as soon as they complete their ranking.

6. **Tumblebooks**
   A request was made for Central Library/Collection Development Advisory Committee to research an alternative to Tumblebooks, as there does not seem to be significant enough usage to justify the cost. Further action will be taken by the Central Library/Collection Development Advisory Committee.

7. **2022 Board Liaison Assignments**
   a. March 12 – Mary De Bellis
   b. May 12 – Catherine Benson
   c. July 15 – Michele Capozzella
   d. September 29 – Julie Kelsall-Dempsey
   e. December 13 – Jesse Chance

8. SSAC Chair Michele Capozzella will disseminate a poll for committee members to vote on the dates for the May and October 2022 SSAC meetings.

To include in DA Business Meeting Agenda Attachment as an Action Item:

- Title: **2023 Assessment Table Rolling Three-Year Average Dates**
- Background: Three-Year Rolling Average Dates used for Circ and Holds computation are typically the prior three years
- Issue: Libraries were not open equivalent hours and given volatility of usage during 2020-2021, it would be an unfair comparison to use those dates in the methodology
- Recommendation: To move forward with using 2017-2019 as the Three-Year Average for the 2023 Table
- Status: Discussed at the January 13, 2021, May 19, 2021, and October 20, 2021 SSAC Meetings

- Title: **Overdrive Reciprocal Lending Agreement**
- **Background:** The Upper Hudson Library System is amenable to a RLA with MHLS.

- Issue:
    - Please see attached: https://da.midhudson.org/wp-content/uploads/2014/01/Agenda-Attachment-Nov2021_11.10.2021.pdf
- Recommendation: To include the following parameters in the agreement:
    - Visiting patrons will not be allowed to recommend titles for purchase
    - Visiting patrons will not be allowed to place holds on titles
    - Visiting patrons will be allowed to check out metered titles
    - Visiting patrons will not be allowed to check out CPC titles.
- Status: For DA vote