Executive Director Report
December 2018
Organizational Project Updates

Continuing Education:
We are continuing to expand and diversify our continuing education programs. We are offering an Escape Room program at Skidmore College on January 11; two RAAC-sponsored webinars presented by Elyssa Kroski have been scheduled. “Free Tech Tools for Libraries” is January 17, and “Makerspaces in Libraries” is February 5. A Digital POWRR workshop on digital preservation will be held April 15.

To expand our online offerings, we will be offering two new platforms to members: Skillshare and Treehouse. These replace lynda.com, which we can no longer offer due to a change in their business model. We also became AMIGOS members to offer webinars to members (viewing parties at CDLC).

The Collection Development Committee will host a workshop on Monday, April 29. Details are in the works. We are also working on scheduling an oral history workshop.

Oral History:
The Oral History Working Group has talked and will be planning a spring 2019 event which will kick-off the project. A suggested continuing education workshop might focus on a checklist of things needed to start an oral history project. We are also considering offering members grants to produce oral histories, and providing members with equipment they need to record oral histories (a tech-lending program).

RBDB Grants:
A RAAC Subcommittee reviewed the 2019 RBDB grant materials and we are again offering Regional Collection grants for members to catalog and digitize their collections. The subcommittee is also discussing new ideas for member grants, including grants to attend technology conferences, grants for members to attend continuing education workshops, technology innovation grants and augmented reality grants. The suggestion was also made to have grant awardees report back to CDLC after receiving an award. After the Regional Collections grants processes wraps up, other ideas will be looked at.

Technology Inventory/Asset Map:
Two RAAC members have met with members of the Committee on Resource Sharing (CORS) to discuss the technology inventory/asset map. A survey is being developed with input from both RAAC and CORS.

Coordinated Collections:
The Collection Development Committee is working on highlighting member library collections by arranging visits to libraries. A successful event at Siena College to view their Saint John’s Bible and Siena’s Religious Studies Collection was recently held. The next collection to be highlighted is Voorheesville Public Library’s local history collection on March 29 at 2:00 p.m. The Committee is considering other ways to highlight member collections.
Resource Sharing

- Academic libraries completed and submitted their Coordinated Collection Development Aid. I sent reminders and approved the online applications.

- Sue has taken the lead in supporting resource sharing activities, working closely with Kathy C., until our new Resource Sharing Librarian begins in January. All are helping with the courier services and Kari is fielding questions and supporting the Direct Access Program. I am also working with Sue and Kathy to ensure coverage when Kathy retires.

- Kari sent a DAP update to participants, reminding them to use the database and to track statistics.

- Sue worked with the RAAC grants sub-committee for the next round of applications; Kari created the website and supporting documentation so we can be ready in January to accept applications.

Special Library Groups

- CALA had a full house for their workshop, “Making It Happen: Knock Out Daily To-Do Lists with Slack, Trello, and Zapier,” on November 15.

- Kathy C. is a founding member of CALA and has been CDLC’s staff liaison to CALA for 29 years! I am reviewing how we will continue to support CALA.

- The co-conveners of the Scholarly Communications Interest Group, in conjunction with the University at Albany, approached me about CDLC sponsoring an ACRL conference on Scholarly Communication in spring 2019. We worked together to write and submit an application. ACRL will select six sites to host this event and we should hear back by late December.

- Susan worked with the Preservation Interest Group to host a program at the University at Albany’s Preservation Lab, which attendees greatly enjoyed, and is also updating this group’s LibGuide.

- Chris coordinated offerings hospitals McGraw-Hills’ Case Files Collection and EBSCO’s Dynamed.

- Chris worked with Kari to put the HLSP Manual into a LibGuide.

- Chris and I reviewed the MISP allocations to libraries for medically-related interlibrary loans and he is processing MISP requests.

Professional Development and Continuing Education

- Our Annual Meeting has been confirmed for Friday, May 10, 2019, at the Holiday Inn Express and Conference Center in Latham. I am working on a meeting theme and speakers.

- We held our second successful Preparing Students for College Level Research, with speakers from academic, high school and public libraries. There is a lot of interest in this topic and we are discussing next steps and how to proceed with continuing to bring these groups together.

- Kari organized and attended Engagement Through Visual Design, which she planned with public librarians and one academic librarian as speakers, and Susan organized and attended the two workshops on the US Census.
Susan attended an AMIGOS webinar on Using Google Data for Planning and Outreach and Sue and Kari attended one on the future of cataloging.

Susan presented on rights statements at Open Con NYC.

I attended the New York Library Association Annual Conference in Rochester and an Open Access Forum at the University at Albany in October.

Consulting and Development Services

Sue continues her work at the New York State Department of Transportation. She worked with them to get OPALS as their catalog, which will result in significant cost savings for them.

St. Peter’s Hospital and Rudolf Steiner Library have new staff in their libraries. Chris and Sue are working with them to bring them up-to-speed.

Susan assisted several libraries with NY Heritage questions and rights statements.

Communication among Member Libraries and Library Systems

CDLC partnered with the Questar III SLS on Preparing Students for College Level Research and we will continue to collaborate and expand on this.

I visited the newly renovated Gloversville Public Library, Johnstown Public Library and Northville Public Library with MVLS staff members.

Kari attended the MVLS/SALS Joint Automation Council Meeting and a Capital Region BOCES SLS Council Meeting.

Coordinated Services

Albany Public Library’s first batch of Capital Neighbors (2006-2017) was added to the NYS Historical Newspapers project.

Albany PL and Voorheesville PL added material to New York Heritage in November.

Susan is coordinating the physical Erie Canal Exhibit in our region, which the Erie Canal Corp. borrowed for its conference.

Kari started to investigate Equipment Lending Program for Members. She spoke with and gathered information from similar council programs and gathered information from Bethlehem PL and MVLS.

Awareness and Advocacy

I represented ESLN and testified to the Assembly Standing Committee on Libraries and Education Technology on the importance of library systems and how we can help support the 2020 Census.

Cooperative Efforts with other Library Systems

I’m on the Empire Library Delivery (ELD) management team that is preparing to issue the ELD RFP. We’ve had calls and a meeting with a consultant and Advisory Committee to determine next steps for the RFP. A Request for Information (RFI) will be issued in early 2018. I am also on a
communications sub-committee to plan how to keep ELD libraries informed. Maria (ELD Coordinator) is working with Kari on developing a LibGuide with ELD RFP information.

- ESLN has retained a consultant to develop a strategic plan and we expect this will be a focus of the ESLN staff retreat, which is in September 2019.

- I met with my ESLN colleagues at NYLA and also attended several meetings with them, including a presentation on LibrarySimplified, a program on future trends for libraries, and a meeting with the director of the SUNY Libraries Consortium.

- The Empire State Digital Network, out of METRO, is monitoring and keeping ESLN informed of any developments regarding the Digital Public Library of America.

**Administrative/Planning/Misc./Other**

- Our new Resource Sharing Librarian comes from Albany Public Library and starts January 7.

- CDLC’s Office and Bibliographic Assistant, Kathy Corbett, is retiring in December after 35 years of service to CDLC. We planned a reception for her and are planning for when she leaves.

- Kari sent out personal member renewals for 2019 membership year.

- The Finance Committee and the CDLC Business Office issued a request for auditing services. We received five proposals and are interviewing four potential auditors on December 18.

- We distributed our member satisfaction survey and received 175 responses. I will work with the Board and staff to review responses and to determine where to put our efforts to support members.

- The Division of Library Development came back to us with questions re: our Annual Report. Joe S., Amy and I met to review the questions and Amy submitted updates.

- ESLN is working with the Division of Library Development to review and update the RBDB guidelines and regulations to reflect current practice.

- I began to do some research on digital inclusion as an outcome of the NYALS (NY Alliance of Library Systems) retreat, including learning more about the National Digital Inclusion Alliance (https://www.digitalinclusion.org/). I also attended a program at the NYLA Conference regarding how libraries can become involved with the 2020 Census and am planning to attend a Digital Conclusion program in January.

- We had two questions from members for our Ask the Lawyer service this pasty month as well as a request to link to the page. I’ve been getting good feedback and plan to continue with this service. I also am going to ask the attorney to come to our region to do a presentation.

- Working with RAAC members, I presented a draft RAAC charge, which was approved at RAAC, and also developed a draft 2019 RBDB budget in preparation for the RAAC meeting.

- The Personnel Committee will be conducting its annual review of the Employee Yearbook.