Organizational Project Updates

Continuing Education:

Upcoming programs include:

- February 22 at 10:30 Getting Ready for Advocacy Day
- March 7 at 5:30 p.m.: Screening of the movie Paywall: The Business of Scholarship
- March 29 at 2 pm: Voorheesville PL tour
- April 9: CALA workshop on Copyright, Creative Commons and Open Educational Resources in a Nutshell
- April 10 at 9:30: Oral History Intro. meeting
- April 15: Digital POWRR workshop
- April 29: Weeding and Feeding Your Collection at Clifton Park-Halfmoon PL
- May 10: Annual Meeting
- June 7: Two workshops by Stephanie Cole Adams (am: copyright and fair use/pm: legal issues and oral histories)

Our interest group meetings are also opportunities for professional development. Visit our web site to register for events and meetings.

We are now offering two new online platforms to members: Skillshare and Treehouse. Currently all licenses are being used and there is a waiting list.

Oral History:

We are having an introductory meeting on oral histories on April 10 at 9:30 am. A working group of RAAC had a phone call to discuss the agenda and will lead the discussion. The group suggested that CDLC comes prepared with what we can offer to support this program. Possibilities include continuing education, equipment to borrow, and grants. I put together an internal document to use to share ideas and recommendations for speakers, resources, etc. We plan to develop a resource page for oral histories on our web site. I found that Berkshire CC (in Mass.) has an oral history center and am researching whether any of our members offer something similar. I’ve also been thinking about possible angles/themes to focus on, such as new immigrant groups in the Capital Region. We will be discussing the scope of the project at the April 10 meeting.

We are also offering a workshop on Legal Issues and Oral Histories the afternoon of June 7.

RBDB Grants:

For the first round of Regional Collection grants, we received 12 applications totaling $54,837. We had budgeted $41,000 for 2019/2020. The grants working group of RAAC met to review applications and to bring forth a recommendation to RAAC, which will then be brought to the Board for approval. The group also discussed additional grants to offer to members, and for the May RAAC meeting will present a proposal for continuing education grants.
**Technology Inventory/Asset Map:**

Members from CORS and RAAC met and have a draft survey to be put into SurveyMonkey. We need to determine what we will do with the information once it is received. Kari has been working on a customer relationship management system for CDLC and this may be where it can be housed eventually.

**Coordinated Collections:**

The Collection Development Committee is highlighting member library collections by arranging visits to libraries. The next collection to be highlighted is Voorheesville Public Library’s local history collection on March 29 at 2:00 p.m. A Committee on Resource Sharing member will be attending the next Collection Development Committee meeting to discuss how these committees might work together.

I re-connected with the Empire Shared Collection (ESC) in Buffalo to discuss having a possible webinar with them again. CDLC now has one member using ESC-The Sage Colleges. I will be meeting with Chris White from Sage to learn more about ESC from their perspective. I know that they have been very pleased with it and are one of the heavier users. There may be an opportunity for more CDLC members to join ESC, which would allow them to remove journal runs from their collections.

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**Resource Sharing**

- Sue cataloged 53 titles for hospital libraries and 47 titles for special libraries. She also has done some original cataloging and continues to catalog for NYS DOT.

- Joe T. met with Kari, Meghan and I to give us an overview of how the ILL eForm and ILL Directory work as part of Meghan’s orientation. Meghan is becoming familiar with our ILL operations and has been working with our members. I am continuing to assess the staffing needs to support resource sharing. Chris is helping with the courier services and Amy is maintaining ILL statistics.

- For the first round of Regional Collection grants, we received 12 applications totaling $54,837. We had budgeted approximately $41,000 for 2019/2020. (see above re: RBDB grants). Sue and Susan fielded questions re: potential grant applications.

- Kari continues to maintain the Union List of Serials for members’ print journals. She is also assessing its usage. She also merged the web pages we had for the ULS, bringing our current web page count in Joomla down to 29.

- The Medical Information Services Program funds were distributed to 14 members totaling $22,719 to support medical and health-related interlibrary loans.

**Special Library Groups**

- Chris worked with Kari and some of the hospital librarians to review and convert the [HLSP manual](#), which had been in print, to a LibGuide.

- Kari is currently serving as CALA staff liaison and is working with them on their LibGuide and a copyright program they are offering on April 9.
• We have a new interest group: the High School to College Interest Group will meet quarterly, as an outcome of symposiums we have had on this topic in conjunction with the Questar III SLS. The group’s first meeting is February 28. Kari developed a LibGuide for the group and announcements have gone out about the meeting.

Professional Development and Continuing Education

• Our Annual Meeting is Friday, May 10 at the Holiday Inn Express and Conference Center in Latham. Based on conversation at the January Board meeting, I am working on an interactive component at the meeting, and tentatively plan to have two speakers—one focusing on collections, the other on connections. I have been talking with potential speakers.

• I was contacted by Microknowledge, who we have worked with in the past, to see if we had any training needs for our members. I am going to share more information with the continuing education working group of RAAC for them to discuss.

• Kari planned an Escape Room program that was held at Skidmore College; we also hosted two webinars—one on Tech Tools and the other on Maker Spaces. See above for a list of upcoming events.

• Kari now serves on the Board of NYLA’s Section on Management of Information Resources and Technology.

Consulting and Development Services

• Sue is continuing her work at the NYS Department of Transportation. We met with them and they are interested in extending our arrangement with them; they are very pleased with the work Sue has done. They also have a need for a major shifting project and Kari, Sue and I will be assessing their need and presenting a project proposal; Kari will take the lead on planning for this.

• Sue spent time this month working with a new library staff member at the Rudolf Steiner Library who we do a lot of work for. They have a very unique collection that gets many requests.

• Susan worked with several members on questions relating to digitization projects, NY Heritage and the regional collection grants. This included Bethlehem PL, Clifton Park Halfmoon PL, Guilderland PL, Hudson Valley CC, Johnstown PL, Maria College, Rudolf Steiner Library, Schenectady County CC and Siena College.

Communication among Member Libraries and Library Systems

• I attended the Capital Region BOCES SLS Advisory Council meeting; Kari attended the MVLS/SALS Joint Automation Committee meeting.

• I spoke with the Director at the Questar III SLS about the new High School to College Interest Group; she is one of the group facilitators. We also discussed other possible venues to talk about this topic and the connections that are being made.

• I met with the Interim Director at Albany Law School and talked with him about potentially hosting a tour or event. I am setting up several member visits in February.

• We sent 17 communications out to CDLC-L, four TechTalk emails and two Constant Contact emails. Kari also updated the CE paper flyer for distribution.
Coordinated Services

- Schenectady County CC, Siena College and Voorheesville PL added material to New York Heritage in January.
- Susan did a final review of new version of New York Heritage Metadata Dictionary which was released in January.
- We were informed of ESDN Sunset. Susan participated in calls explaining next steps and CDLC’s collections and began contacting participants about their wishes once we close contact with DPLA. She is about halfway through the list of who to talk with.
- Ask the Lawyer is getting regular usage- to date we have received eight inquiries on various topics. We are getting a lot of positive feedback from members who have used this service. The Recently Asked questions page is available to anyone and covers a range of topics.

Awareness and Advocacy

- CDLC is partnering with UHLS to offer a Getting Ready for Advocacy Day program on Feb. 19.
- NYLA Advocacy Day is Wednesday, February 27. I reached out to our three public library systems who schedule the meetings; we will compile a master schedule to share. I also talked with my colleague at Northern NY Library Network about attending some visits together where there is overlap in our regions. On Feb. 26, there are pre-advocacy day workshops and events and a dinner for the Library Political Action Committee.

Cooperative Efforts with other Library Systems

- We received seven responses to the Request for Information for the Empire Library Delivery (ELD) service. Maria has been overseeing this and working with me as needed. We are also working with a consultant who developed a draft RFP that I am in the process of reviewing. The ELD Advisory Group has a call in February to discuss the RFI responses.
- We collaborated with SENYLRC and Northern NY Library Network to submit a program for the 2019 Annual NYLA conference on resource sharing tools in our regions. Rochester Regional Library Council asked us to present a “trial run” of this program; Meghan and/or I will present there in June.
- I contacted Northern NY Library Network, who has a High School to College group, about calling into an upcoming webinar on this topic; it is taking place immediately before our interest group meeting.
- Northern NY Library Network arranged a viewing of the film Paywall: The Business of Scholarship on Thursday March 7 from 5:00pm - 7:30pm. We are inviting members to attend at CDLC. Following the screening, director and producer Jason Schmitt, Chair of the Communication & Media Department at Clarkson University, will join a live Q&A session via video conference. Paywall: The Business of Scholarship is a documentary which focuses on the need for open access to research and science.
- I attended a conference call with the other ESLN Directors and a consultant we hired to develop an ESLN Strategic Plan. We will be discussing this at our Feb. 26 meeting, and will have another meeting focusing on this on May 1.
- The ESLN directors and Hospital Library Services Program staff are meeting at CDLC on April 30 to discuss this program, how it is administered in each region, and ways to collaborate across the state.
- Kari attended a series of ESLN-sponsored webinars on developing a marketing plan.
Administrative/Planning/Misc./Other

- Our new Resource Sharing Librarian, Meghan Wakeman, is getting settled. She has been meeting with all staff members and reviewing resources. She sent out a welcome message to ILL contacts and has been providing a lot of support to members.

- Kari continues to work with Springshare on a trial to their customer relationship management system. She has had phone calls with them and is working on the structure and creating profile types.

- Joe, Amy and I met with our new auditors to discuss a timeframe and next steps.

- The Personnel Committee met to review the Employee Yearbook and will follow-up as needed on a few items that need revision.

- I met with Gary to discuss Nominating Committee business and next steps; I also organized the files I had for former elections.

- Amy created an office supply spreadsheet to keep track of inventory ordering; we want to streamline this process to make it more efficient and for budgeting purposes.

- I met with Sue I. to discuss Board and CDLC business, and to develop an agenda for an Executive Committee meeting. The EC met in early February.

- I organized old budgets and financial records and reviewed former funds to expend; I amended the 2018/2019 program budgets.