

North Country Public Library Directors Organization
MINUTES OF MEETING

April 29, 2004, at 10:30 a.m. at Madrid Public Library. Co-chairpersons Charlotte Garofalo and Pat Musante attending. Charlotte Garofalo presiding.

ATTENDANCE: Lyn Swafford [Canton], Alice Barton [Clayton], Linda Voorhees[Cape Vincent], Charlotte Garofalo [Gouverneur], Stella Todd [Heuvelton], Dick Tabor [Madrid], Vicky Brothers [Norfolk], Pat Musante [Potsdam], David A. Franz [Ogdensburg], Barbara Wheeler [Watertown], Regina Davis [Waddington], Dennis Eickhoff [Colton], Sandy Lamb [Black River], Paul Schaffer [Massena], Yvonne Reff [NCLS], Steve Bolton [NCLS].

1. Disposition of Minutes of Previous Meeting: S. Lamb [Black River] moved to approve minutes. Seconded by S. Voorhees [Cape Vincent] and unanimously approved.

2. Correspondence: Discussed letter from head of NCLS search committee responding to our letter regarding appointment of Steve Bolton.

3. Committee Reports:

A. Liaison Committee: Report was discussed.

B. System Liaison: Steve Bolton encouraged writing of letters to Senator Wright, NCLS also asking state businesses they deal with to write letters.

System survey is about done, more action will be taken based on the survey.

4. Old Business:

A. Appointment of System Director - see under correspondence above.

B. Director's Advisory Council - Suggestion for establishing a council withdrawn as NCPLDO can perform that function.

5. New Business:

A. Circulation Statistics: L. Swafford [Canton] noted that they were collecting in library use statistics. Recommended that everyone collect these statistics. Noted that they were not collected by the state in the last annual report. A. Barton [Clayton] moved that we send a letter to the state recommending their continued collection of these statistics if it is found that they do not intend to collect them in the future. Seconded by S. Todd [Heuvelton]. Unanimously approved. Scanning and other issues discussed in regard to statistics production.

B. NCLS Shelf List Cards: Discussed how libraries were using shelf list cards accompanying NCLS long-term loans. Noted that NCLS IT will do a survey to obtain clearer picture of cards use. Some basis for a rational policy might then be found.

C. Delivery Schedule: Discussion of possibility of increased deliveries. Suggested that it might be economically possible to have multiple day deliveries to top 5 lenders. This would increase turnaround time on ILL's for most libraries.

D. NCLS Toll Free Number: Discussion of establishing a toll free number to contact the system. NCLS looking into costs, but they seem relatively high.

E. Library Cards: A. Barton [Clayton] suggested that we look at one library card per patron. Will be subject of future meeting.

F. Automation Update: It was noted that Mexico, Dexter, and Chaumont will be coming on line.

6. Adjournment: D. Eickhoff moved to adjourn. Adjourned
about noon.

NEXT REGULAR MEETING WILL BE JUNE 23, 2004,
AT CAPE VINCENT COMMUNITY LIBRARY, 10:30 AM