

**North Country Public Library Directors Organization**  
MINUTES OF MEETING

June 23, 2004, at 10:30 a.m. at Cape Vincent Public Library. Co-chairpersons Charlotte Garofalo and Pat Musante attending. Charlotte Garofalo presiding.

**ATTENDANCE:** Linda Voorhees [Cape Vincent], Charlotte Garofalo [Gouverneur], Stella Todd [Heuvelton], Elaina Smith [Madrid], Cheryl Shutts [Henderson], Ceil Cunningham {Alexandria Bay}, Paula Steele [Orwell], Lou Anne Stone [Orwell], Lila Youngs [Richville], Paula Weal [Carthage], 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 SD. Eickhoff [Colton] and unanimously approved.
2. **Old Business:** Y. Reff reported she is working on information regarding in-house circulation and the annual report.
3. **New Business:**
  - A. NCLS Survey Results: Steve Bolton discussed results of the recently completed member survey. He noted little use of the acquisitions list and noted that public library systems generally are getting away from pool collections or have established rental bulk collections. He noted that preprocessing reimbursements could be traded for a double delivery for the busiest libraries. He suggested NCLS should have a four year goal of getting all member libraries automated, and suggested county funding might be a good source for on-going automation costs with State Legislator's member items being a possible source for start-up money. He felt that system resources should be put into delivery service, training, consulting, and automation. He noted that the system could use a more suitable training room. He suggested that a second delivery for net lending member libraries should be started this year, that the acquisitions list should be changed to a monthly collection development list, that the system provide copies of *Booklist* [an ALA published book reviewing journal] to member libraries, that more emphasis be placed on training. S. Voorhees moved (D. Franz seconded) a motion that the Director's Organization supports the vision of System Services as outlined by System Director Bolton. After discussion, the vision as put forth and felt worthy of support by the NCPLDO is as follows: The System will work to assist all member libraries to become automated with a goal to have the entire system automated within the next 4 years; and the system will continue to

provide technical support to member libraries. The system will enhance its delivery operations to provide two deliveries per week to net lending libraries this year and improve the service as conditions allow. Because of the gradual decline in State support over the past six years, Libraries should expect that new or extended services, such as the proposed delivery, would have to be paid for with a reduction of services in other areas. It was agreed that "trading" preprocessing reimbursement for a partial second delivery would benefit all libraries. The system will place greater emphasis on training and expand training facilities at the system headquarters. The system will make some provision to continue to provide bulk loans or rotating collections to smaller libraries. This motion was approved with one abstention. It was agreed that a copy of these minutes be furnished NCLS.

- B. School District Library Funding: It was noted that School District support for Canton library voted by the district was being reduced by the school business office. It was noted that this was in violation of state education law. It was moved by S. Todd [Heuvelton] to appoint C. Garofalo and L. Voorhees to draft a letter to the school district regarding the illegal funding cuts. S. Lamb seconded the motion. Unanimously approved.
- C. Library Assistants Organization: Library directors and managers were asked to support the work of the Library Assistants Organization. It was the consensus of the meeting that the Assistants Organization should be supported.
- D. Use of nclsall: It was noted that nclsall e-mail address could be used to spread information on hot topics or topics of mutual interest throughout the public library system.

6. **Adjournment:** Adjourned about noon.

**NEXT REGULAR MEETING WILL BE SEPTEMBER 21, 2004,  
AT HEPBURN LIBRARY OF COLTON, 10:30 AM**

Respectfully Submitted  
David A. Franz  
6/30/04