

**ULSTER COUNTY LIBRARY ASSOCIATION**

February 19, 2013

TRUSTEES PRESENT: Lynne Ridgeway (Plattekill)

DIRECTORS PRESENT: John Giralico (Elting/New Paltz), Kelly L. Tomaseski (Esopus), Julie Dempsey (Highland), Margie Menard (Kingston), James Cosgrove (Marlboro), Lois Skelly (Milton), Molly Slater (Morton), Katie Scott-Childress (Olive), Sukrit Goswami (Saugerties), Faith Johnson (Ulster), Kara Lustiber (West Hurley)

**I. CALL TO ORDER**

The meeting of the Ulster County Library Association was called to order by James Cosgrove at 10:11am at the Elting/New Paltz Library.

**II. DISCUSSION**

**MOTION**

John Giralico made a motion seconded by Faith Johnson

**TO ACCEPT THE TREASURER'S REPORT AS PREPARED BY MARGIE MENARD**

AYES: 12

NOES: 0

ABSTAIN: 0

Sukrit Goswami will talk to his accounting firm about performing an audit for the UCLA.

**MOTION**

Julie Dempsey made a motion seconded by Sukrit Goswami

**TO ACCEPT THE MINUTES OF THE JULY 11TH MEETING AS PREPARED BY KELLY TOMASESKI**

AYES: 12

NOES: 0

ABSTAIN: 0

***Selection/Acquisition Committee:*** (James Cosgrove, Julie Dempsey, Faith Johnson, Margie Menard, Pam Stocking) UCLA is not interested in purchasing Freegal for the entire group at this time. However, individual libraries can explore subscriptions by contacting Robert Mitchell from Library Ideas at 571-730-4300, cell 240-678-4347, [robm@libraryideas.com](mailto:robm@libraryideas.com).

Our contract for Tutor.com should have ended this past summer, however it has been extended for free through the end of the year or until all our sessions are used up. Tutor.com will also be offering free staff webinars. The consensus was that Thursdays and Fridays at 9am are the best times to offer this training, but being able to archive the sessions is best. Jim Cosgrove will be contacting the vendor to see if use statistics by library are available. Bookmarks are available on the staff portion of the UCLA webpage.

Amy Raff was unable to make the meeting, but she will be emailing everyone the database use statistics.

Kelly Tomaseski suggested advertising the Infoportal on some of the local television stations.

Sukrit reported on the Employee Assistance Program. Mary Dyer has emailed everyone the one page questionnaire that must be completed by all participating libraries. Sukrit will be emailing participating directors a welcome letter that can be given to staff. The cost of the program is based on how many full time equivalent employees each library has. Benefits may start as early as March 1<sup>st</sup>, but it depends on everyone submitting their questionnaire.

An Ad Hoc Committee has been created to deal with the creation of county wide medical collection. Each library is encouraged to weed their medical books as directed by MHLS. Kara Lustiber, Sukrit Goswami, Kelly Tomaseski, and Jim Cosgrove will meet with Deb from PPLD to discuss creating a core collection each library should have, as well as specialty topics. We may be able to use county funding to cover some of the cost of the core collections. In addition, libraries would choose a specialty that they would be responsible for keeping up to date. For example, the Esopus Library may choose tick-borne diseases. Smaller libraries would not be required to participate, but may want to work together to cover one specialty. It is UCLA's hope that as a county we can provide our patrons with the most up to date medical information, while keeping our individual costs low.

Kara contacted the person in charge of the Ulster County Fair. UCLA will have a table to advertise and will be given a certain number of free tickets for those manning the table. The fair runs July 30th through August 4<sup>th</sup>. Katie Scott-Childress offered to help with this project.

Margie reported that we need volunteers to attend the Ulster County Government Programs Committee meetings that meet the second Wednesday of each month at 5pm at Ulster County Community College. We need new faces to share their warm and fuzzy library stories. If you plan to speak, you must be added to the agenda ahead of time.

**Annual Meeting:** (Kelly Tomaseski, Faith Johnson, Julie Dempsey) There is nothing to report at this time.

**Public Relations:** (Faith Johnson, James Cosgrove, Jody Ford, John Giralico, Heather Olson) The committee has been communicating via email.

**Website:** (*Kara Lustiber, James Cosgrove, Sukrit Goswami* ) Kara is installing antivirus software to the UCLA webpage to avoid being hacked (as has happened to several sites hosted by Joomla and Wordpress). Kara has added a list of the most downloaded ebooks & audiobooks to the UCLA webpage. Brainpop is still able to be authenticated via barcode. Kelly has revived the Facebook page and has made several individuals managers of the site. Please feel free to add events/news to the page.

**Advocacy:** See above

**Grants:** (*Margie Menard, James Cosgrove*) There is nothing to report at this time.

**Nominating:** (*Faith Johnson*) Jim is stepping down as President at the end of his term. Margie is willing to serve again, but thinks it would be a good idea to have a new person dealing with the finances. Email Faith any/all your nominations

### **III. NEW BUSINESS**

Eric from MHLS has asked if Ulster County would be willing to look at simplifying their loan rules. Kelly and Faith will work on this. Faith will email everyone the spreadsheet created by Eric.

Kara and Amy are working on creating bookmarks for homework help.

### **IV. FUTURE MEETINGS**

**NOTICE CHANGES:** The next meeting of the Ulster County Library Association will be Tuesday, April 16<sup>th</sup> at 5:30pm at the Kingston Library. The next Director's meeting will be Tuesday, May 14th at 10am at the Elting/New Paltz Library.

### **V. ADJOURNMENT**

#### **MOTION**

Faith Johnson made a motion seconded by Kelly Tomaseski

**THERE BEING NO FURTHER BUSINESS, THE MEETING BE ADJOURNED AT 12:06PM**

AYES: 12

NOES: 0

ABSTAIN: 0

Respectfully submitted,

Kelly L. Tomaseski

# Ulster County Library Association

February 19, 2013

## Treasurer's Report

### UCLA Checking Account

9/21/11 Balance \$6,117.79

9/24/12 Balance \$7,052.43

09/24/12	-30.42	Town of Esopus Library UCLA dinner invitations CK # 1016	6,087.37
09/24/12	-41.94	West Hurley Library Web Hosting CK # 1017	6,045.43
09/24/12	-60.00	Jim Cosgrove reimbursement for recognition Gift Cards distributed at annual dinner CK # 1018	5,985.43
09/24/12	-1,200.00	Annual Dinner @ Fred's Place CK # 1019	4,785.43
10/19/12	-25.00	Lynn Ridgeway MHLS Ann. Meet. CK # 1020	4,760.43
10/24/12	950.00	Annual Dues 20 Libraries	5,710.43
10/24/12	980.00	2012 Annual Dinner Payments	6,690.43
10/24/12	312.00	Renegades Fundraiser	7,002.43
01/09/13	50.00	Gardiner 2013 Annual Dues	7,052.43

## **2012 Ulster County Funding \$67,500**

(Administered by Mid-Hudson Library System)

### **2012 Database Purchases:**

Ancestry Library Edition  
Mango Language Learning  
Foundation Center (Kingston Library)  
HeritageQuestOnline  
Gale Testing & Education Resource Center  
Tumble Book Library  
OverDrive Downloadable EBooks  
BrainPOP - Animated Educational Sites for Kids  
BrainPOP, Jr.  
BrainPOP Espanol  
Tutor.com  
Universal Class

## **2013 Ulster County Funding \$74,250**

Not Yet Received

FOR INQUIRIES CALL: NORTH FRONT STREET OFFICE  
(845) 339-7000

00 0 03815M NM 017

000002145 FIDS1548D01701311301 02 000000

ULSTER COUNTY LIBRARY ASSOC INC  
55 FRANKLIN ST  
KINGSTON NY 12401



ACCOUNT TYPE
M&T ADVANCED BUSINESS CHECKING

ACCOUNT NUMBER
8891672563

STATEMENT PERIOD
1/01/13 - 1/31/13

BEGINNING BALANCE	\$7,002.43
DEPOSITS & CREDITS	50.00
LESS CHECKS & DEBITS	0.00
LESS SERVICE CHARGES	0.00
ENDING BALANCE	\$7,052.43

ACCOUNT ACTIVITY			
DATE	TRANSACTION DESCRIPTION	DEPOSITS & CREDITS	CHECKS & DEBITS
1/01	BEGINNING BALANCE		
1/11	DEPOSIT	\$50.00	
	NUMBER OF DEPOSITS/CHECKS PAID	1	0



Margie Menard <[mmenard@kingstonlibrary.org](mailto:mmenard@kingstonlibrary.org)>

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## Form 990-N E-filing Receipt - IRS Status: Accepted

1 message

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**epostcard@urban.org** <[epostcard@urban.org](mailto:epostcard@urban.org)>  
To: [treasurer@ulsterlibraries.org](mailto:treasurer@ulsterlibraries.org)

Fri, Feb 15, 2013 at 12:23 PM

Organization: ULSTER COUNTY LIBRARY ASSOCIATION INC  
EIN: 27-1841977  
Submission Type: Form 990-N  
Year: 2012  
Submission ID: 7800582013046cd77670  
e-File Postmark: 2/15/2013 12:16:29 PM  
Accepted Date: 2/15/2013

The IRS has accepted the e-Postcard described above. Please save this receipt for your records.

Thank you for filing.

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e-Postcard technical support  
Phone: 866-255-0654 (toll free)  
email: [ePostcard@urban.org](mailto:ePostcard@urban.org)  
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ULSTER COUNTY LIBRARY ASSOCIATION  
INC  
% Margaret Menard  
55 Franklin Street  
Kingston, NY 12401

INFOPORTAL USAGE June 2011-Sept 2012											
Database	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Totals	
Tumblebooks	418	416	526	627	116	342	455	271	562	3733	
Gale-all	4795	3297	2606	3091	3786	2467	3433	2424	2951	28850	
Heritage Quest	288	247	4139	5784	5464	8833	4232	4425	7023	40435	
Mango	1033	852	938	736	787	740	586	1225	709	7606	
Overdrive-new patrons registered	222	141	106	103	116	145	115	131	101	1180	
Overdrive-audiobooks checked out	466	477	395	398	398	460	497	448	478	4017	
Overdrive-eBooks checked out	1916	1262	1345	1179	1198	1477	1006	1177	1059	11619	
BrainPOP	1638	1454	1883	1249	1692	903	223	237	432	9711	
Tutor.com - total sessions				40	93	26	10	8	92	269	
Tutor.com - tutoring sessions				-	83	19	8	3	84	197	
Tutor.com - skillscenter				-	10	7	2	5	8	32	
Universal Classroom - registered users				1	27	10	9	12	20	79	
Universal classroom - login sessions					45	20	53	62	89	269	
Universal classroom -courses enrolled					11	4	11	19	19	64	
Universal classroom - lessons completed					4	8	16	30	42	100	
Database	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Totals			
Tumblebooks	299	626	641	327	568	952	268	3681			
Gale-all	1084	979	3509	2906	3455	3597	2108	17638			
Heritage Quest	256	224	198	164	197	263	147	1449			
Mango	620	569	676	784	908	949	586	5092			
Overdrive-new patrons registered	96	112	96	103	138	141	237	923			
Overdrive-audiobooks checked out	418	439	401	337	413	442	468	2918			
Overdrive-eBooks checked out	288	365	397	449	598	660	842	3599			
BrainPOP	1007	256	340	688	1047	932	884	5154			