

URBAN LIBRARY ADMINISTRATORS CONSORTIUM

February 26, 2016

Rochester Public Library

65 South Main Street, Rochester NH 03867

Minutes

Present: Cara Barlow, Derry; Cathy Beaudoin, Dover; Randy Brough, Laconia; Steve Butzel, Portsmouth; Yvette Couser, Merrimack; Todd Fabian, Concord; Christine Friese, Portsmouth; Charlie Matthews, Hudson; Mary Ann Senatro, Bedford; Brian Sylvester, Rochester; Mike York, State Librarian

1. Call to order: The meeting was called to order at 10:06.
2. Approval of Minutes: The minutes from the January 22nd meeting were distributed and reviewed. On motion made by Randy and seconded by Steve, the minutes were amended to correct the spellings of attending members' names, and approved as amended.
3. Treasurer's Report: The account has a balance \$2,443.17, and earned two cents in interest since January. \$175 has been deposited from membership renewals. We are still waiting to hear in the Un-conference meeting will be rescheduled and whether or not URBANS will co-sponsor. The treasurer's report was placed on file.
4. RFID: Brian gave a brief presentation on the Rochester Public Library's implementation of an RFID system. The system was approved as a \$110,000 budget project in the FY15 capital improvement budget for the city. The project was presented first to the board of trustees, then to the city manager, and finally to the city council before gaining final approval. After securing funding, the library went through an RFP process and ultimately selected Envisionware as the vendor for the project. Envisionware subcontracted the tagging of the collection to Backstage Library Works. Tagging was done by an on-site manager who hired a team of four taggers, and took roughly six weeks for ~90,000 items. The system consists of book tags placed in each item and desk pads at each workstation. RPL initially used circular Stingray tags for the DVD collection, but these tags are not detected well by the security gates and sometimes get stuck in players, so RPL has replaced them all with book tags. The pad can detect items above it and to the sides at a distance of 18 inches, but cannot be installed on a metal surface or near a metal surface. The pads can read multiple items in a single transaction. Wands can be purchased that will read tags from items still on the shelves for inventory taking. The pads are used both for circulation (interfacing with Millenium using SIP2 protocol) and for security. Brian demonstrated the check in/out process and the security gates. When an item passes through the security gates, an alert is created at each work station that informs the staff of the title of the item and the location of the alarm. Any library that desires more specific information on implementation

of an RFID system is welcome to contact Brian at brian.sylvester@rpl.lib.nh.us or 332-1428.

5. Association reports:

- a. NHSL: A Request for Information has gone out for the next ILS system for use at the state library. A draft RFP will be provided via the listserv. The state library is setting up a meeting the DPLA to discuss digital preservation initiatives in New Hampshire. IMLS has sent a letter of funding indicating a 0% change from last year. President Obama has selected Dr. Carla Hayden as his nominee for Librarian of Congress. COSLA intends to send a letter of support for this nomination.
- b. NHAIS: NTR/see above
- c. NHLA: The next board meeting for NHLA will be April 12th. Randy gave a legislative update: HB1401 (from the state's website: "This bill changes the name of the public librarian to library director, sets a default term of one year for the position of library director, and permits library trustees to remove an employee for violations of the library's personnel policies.") was moved inexpedient to legislate by a vote of 12 to 4. The NH Library Trustees Association spoke in favor of the bill and has lobbied for modifications. NHLA representatives spoke against the bill. A house bill that would allow libraries to use anonymizing Tor relays had a public hearing. NHLA representatives stated that the final sentence of the bill, which would require librarians to report in writing to users of the relay that government entities had requested their records, should be struck on the grounds that it presents an impossible to fulfill requirement, and that it may result in librarians unwillingly abetting illegal activity. The committee recommended that the bill be amended to remove that requirement, and moved ought to pass as amended. Randy thanked everyone who spoke to the house committees regarding these bills. Cara reported that a keynote speaker for the NHLA conference has been booked, and that Jenn Hoskins at Nashua is looking for volunteers to help coordinate the conference. They are exploring using GoToMeeting for librarians who are unable to travel for conferences.
- d. NELA: NTR
- e. ALA/PLA: NTR

6. Information Exchange

- a. Concord: Todd asked about front line desk shifts – length. He is exploring changes to the desk schedule at his library.
- b. Laconia: The local free paper in Laconia no longer offers free advertising for the library, so they have moved to paid ads. The ads are working well so far.
- c. State library: NTR
- d. Rochester: the department of public buildings and grounds has been very active painting the building – roughly 2/3 of the interior has been repainted for the first time in 17+ years. RPLs budget requests have been submitted to the city – they are looking to add two librarian I positions, to add hoopla, and to partner with a debt collection agency to pursue delinquent accounts.

- e. Derry: an RFP has been sent out for a building assessment, as the first step in a process of getting a schedule of building improvements in the CIP budget. They are scheduling their second annual Author's Fest.
 - f. Bedford: Several successful programs have been held, even on weekdays. They are working through the budget process and hoping to move two part time employees to full time. Bedford has activated an automatic renewal system where items are renewed automatically unless a hold exists. This has been a popular change, but has resulted in a ~30% reduction in fine revenue.
 - g. Hudson: the teen librarian from Hudson has taken a job in MA. They are moving forward with the hiring process.
 - h. Portsmouth: there has been a string of DVD thefts, leading them to look into deterrent systems. An AWE literacy station was donated. In their budget cycle, PPL is planning 10th anniversary celebrations of the new building. They are adding Hoopla and BrainFuse. Lynda has been very popular amongst the patrons. Daytime programs in Portsmouth have also been increasingly popular. They are sending staff and trustees to the Boston Public Library for ideas. They will be renting a piano for a recital program. Long term, Portsmouth is looking at upgrading their ILS from Millenium.
 - i. Merrimack: the budget will be voted on in March. The 3D printer is still very popular, and will be listed in their chamber of commerce publication. They are preparing to move the circulation and reference desks closer together and opening up new seating areas. New hires are working well.
 - j. Dover: DPL has an event scheduled for every single day of the week this week. They held a very popular Star Wars marathon program. The city manager has approved a policy of allowing Dover city employees a free library card, and this proposal will go to the council for a vote. Budget discussions are ongoing, and they are preparing for many building upgrades.
7. Old Business:
- a. Bylaws update: On motion made by Cara and seconded by Brian, the revisions to the bylaws were unanimously adopted.
8. New Business: None
9. Adjourn: The meeting was adjourned at 11:53 AM.

Next Meeting: March 25th, Merrimack