

DOC.#2009 - 7

South Central Regional Library Council

Based on our Plan of Service, these are the *major initiatives and results for 2008*:

Major Initiative	Responsibility	Outcomes as of November, 2008	Regular Ongoing Activities
<i>Resource Sharing</i>			
Continue revitalization of the Resource Sharing Program.	Staff, Resource Sharing Committee	In process. Held two user group meetings focused on best practices; 70 participated. Libraries were also encouraged to join groups that use ILLiad and other technologies to expedite document delivery.	Committee meetings. User Group Meetings. Training.
Review Resource Sharing Policies: <ul style="list-style-type: none"> • Delivery: Policy • Union List of Serials: Input and Products • Use of BARC Review Nylink charges/expenses. Fix up web pages	Resource Sharing Committee Resource Sharing Manager & staff	Renewed BARC contract with Broome Community College for 2008. Developed new resource sharing subsidy to take effect 2008. Committee is examining delivery and will report findings at 17 November meeting. Other pieces are in process.	BARC last resort ILL. ULS Updates. Resource sharing subsidies. MISP payments. BHSL statistics. Statistics gathering.
Cooperate in SUNY IDS project <ul style="list-style-type: none"> • 3-4 more libraries • Training • Implement ILLiad • Participate in mentoring program. • Attend summer Conference. 	Staff Resource Sharing Committee	Letter of support for IDS IMLS grant proposal, 1/4/08. Executive director attended IDS meeting in August. 23 libraries were full OCLC/ILL users; an additional 22 participated via Group Access; 7 libraries participated in IDS, which uses ILLiad and LAND; 4 additional libraries used ILLiad and 3, LAND; 4 libraries used CampusShip to lend items; 13 libraries used ARIEL to electronically deliver documents; 16 libraries participated in DOCLNE.	

<p>Continue consortial purchasing:</p> <ul style="list-style-type: none"> • Monitor WALDO partnership • Review regional databases through RBDB. • Work with Route 13 group to review FirstSearch contract. • Promote SCRLC provided databases. 	<p>Staff ACITS Rt. 13 group</p>	<p>Sorted out all records for database purchases. SCRLC now purchases 9 databases for members using RBDB, HLSP, and MISP funds. Renewed FirstSearch Base Package and Wilson Full-Text Select on behalf of Route 13 group.</p>
<p>Set up regional UPS CampusShip delivery. Increase use by members. Develop training sessions.</p>	<p>Resource Sharing Manager</p>	<p>CampusShip continued to be promoted; new digital services & resource sharing manager to address.</p>
<p>Oversee CCDA online process</p>	<p>Staff Academic libraries</p>	<p>Applications submitted; as of November monies have not been released.</p>
<p>Continue Digitizing program:</p> <ul style="list-style-type: none"> • Continue training program. • Complete policies/procedures. • Offer grant program. • 2-3 institutions begin projects. • Complete marketing materials. • Develop PR effort. • Develop “Boot Camp” training program. • Furnish Digitizing Room – purchase equipment. • Participate in NY3Rs project for 2008 - 2010 	<p>Staff Advisory Committee</p>	<p>Training is on-going. Marketing/PR development started – committee to review 1/16/08. The person hired for marketing/PR became unreachable; therefore, a different approach and web designer was sought and hired. Four institutions are now on board. Policies/procedures were reviewed in September. Grant RFP is in process and close to completion. Scanners were purchased. “Boot Camp” series was developed and is underway. Joined NY3R’s harvester project.</p>

<i>Education and Training</i>	Responsibility	Outcomes as of November, 2008	Regular Ongoing Activities
Continue traditional mix of CE: <ul style="list-style-type: none"> • Training • Workshops • MLA course • Teleconferences • Use of WOW units • Database training (Ovid, FS, etc.) • Webinars offered. 	Staff E & T Committee	<p>SCRLC has offered learning opportunities in a variety of formats and locations for the convenience of member libraries. Formats include in-person lectures, panel discussions, webinars, and hands-on training. Staff have provided some of the one-on-one training on site with various members, including two training sessions on HLSP-funded databases and one session for a school library system on Web 2.0 In June, SCRLC subscribed to Online Programming for All Libraries (OPAL) to explore additional methods of holding remote meetings and learning opportunities.</p> <p>MLA course continued to be co-sponsored with CLRC. The two Councils also co-sponsored the <i>Un-conference</i>, held in Syracuse, with 77 in attendance and the LSTA digitization workshop series.</p>	Scheduled workshops & training activities. Scheduling, registration, food etc. Publicity. Presentation materials posted on LakeNet.
Do a CE needs assessment.	Staff Committee	In process.	
LSTA funded projects: <ul style="list-style-type: none"> • Finish Digitizing workshop series • Finish Libraries 2.0 series 	Staff E & T Committee NY3Rs Digitizing Committee	<p><i>Ready, Set, Digitize!</i> , a ten-part series of digitization workshops and training sessions was completed; 251 participated.</p> <p>The LSTA-funded an in-person series of Library 2.0 workshops was finished; a basket raffle supported the Library 2.0 webcasts. Events included such hot tech topics as social networking, blogs, RSS feeds, and virtual worlds.</p>	Committee meetings. Reporting. Evaluations. Publicity.
Conservation/Preservation training series if funded	Staff	Proposal submitted to NYSL in December, 2007; funding was received; workshops are planned for Spring 2009.	
Improve new meeting room.	Staff	Renovation and equipment plans have been completed; room dedication to be held on 12 December 2008.	

<i>Information Technologies</i>	Responsibility	Outcomes as of November, 2008	Regular Ongoing Activities
Develop RBDB plan for 2009.	Staff ACITS Committee	In process of development.	RBDB Program: Applications, submissions, Review Panel. LakeNet website maintenance. E-rate applications. Equipment upgrades & maintenance. Maintenance of the WOW units. Maintaining server and networks.
Renew contract with IT consultant	Ex. Director Lesli Sagan	MOU for 2008 sent, 1/3/08.	
Submit revised Technology Plan for e-rate if necessary.	Staff	Evaluated.	
Review office equipment/software for upgrades	Staff	Ongoing. Use TechSoup for really good deals on software.	

<i>Customer Service, Advocacy, and Marketing</i>	Responsibility	Outcomes as of November, 2008	Regular Ongoing Activities
Continue improved customer service. Efforts to include: <ul style="list-style-type: none"> • PR for SCRLC services • More site visits • Maintain Web site • Advocate for stable or improved funding Explore new options for homepage: blogs, surveys etc.	Staff Board	Executive director has met with 10 library directors and conducted two focus groups for one library; assistant director has begun round of visits to hospital libraries. Blog developed; chat feature implemented; website is in process of being re-designed.	Report Card. Newsletter. LakeNet content. SCRLC-1 Distribution lists. Annual Meeting. Professional assoc. Our Annual Report. Board Meetings.
Either do, or abandon, a membership/marketing packet	Staff	Marketing consultant (FabIdea) can propose a new image. New Director's choice; Consultant became un-reachable.	
Solicit new members: libraries or personal	Staff Board	Ongoing activity.	
Continue improving membership database.	Staff	Plan to move to secure server for staff use, 01/08.	Ongoing updates.
<i>Special Clients</i>	Responsibility	Outcomes as of November, 2008	Regular Ongoing Activities
Continue database program for HLSP: <ul style="list-style-type: none"> • Ovid LWW. • Harrisons • Stat!Ref • NEJM • BMJ Provide training for hospital staff.	Staff HLSP Committee NY3Rs	Subscriptions established/renewed for 2008.	HLSP Committee. MLA CE program.
Continue management of HLSP Program. Develop listserv for nursing	Staff HLSP Committee	Ongoing process. Accomplished.	Grants. Visits.

school librarians.		
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<i>Other</i>	Responsibility	Outcomes as of November, 2008	Regular Ongoing Activities
Hire new Executive Director	Board Search Committee	Search process on target. Phone interviews scheduled as of 1/4/08.	
Coordinate 1-2 system directors' meetings.	Ex. Director	NYS Alliance of Library Systems retreat held in August; will ask if this item is still relevant.	Office clean-ups. Audit.
Continue to reduce costs and/or improve income.	Staff Finance Committee	Ongoing process.	Manage Board & Committee meetings.
Hold meeting of academic library directors.	Exec. Director	Held September.	Attend conferences, professional associations, collaborate with other NY3Rs
Dissolve South Central Regional Library Council Trust Inc.	Staff Board	In process.	
Develop a Disaster Plan for SCRLC.	Staff	In process.	
Purchase new office car.	Staff	Purchased in June 2008.	

January, 2008