

MID-HUDSON LIBRARY SYSTEM 2006 INCENTIVE PROGRAM

Purpose

The incentive program is designed to use Mid-Hudson Library System funds to build better libraries. It is not to be considered ongoing budget support and is reviewed annually for changes as needed.

Program Goals

- Encourage all Library staff and trustees to participate in and have access to system activities
- Support Continuing Education and Professional Development for all library staff and trustees
- Assist Libraries in increasing their visibility in and support (or usage by) the community.

All Libraries

1. Telephone Reimbursement

Poughkeepsie Local calling area \$0

845 Different calling area \$0

518 Different Area Code \$0

2. Mileage reimbursement at the IRS rate up to .40/mile for all MHLS meetings and workshops

3. NYLA Conference-\$4,000 divided between the libraries sending people.

Library Chooses one:

Package A

Libraries with less than 3 FTEs are eligible

4. Meeting Reimbursement for directors attending Director Association and Advisory Committee meetings at \$10/hour for up to 4 hours per meeting. Maximum of \$250 per library.

Package B

5. Programming Support: 50% of Speaker Fee or program publicity materials up to \$125 per library

Package C

6. PLA Conference: \$4,000 divided among number of libraries sending people.

Other Incentives:

7. MLS Course Scholarship \$864 (10 are available)

8. Trustee Workshop Reimbursement: \$50 per library

9. County Group Annual Meeting Support: \$500 per county group

	Grant	Description	2006 Changes
1.	Telephone Reimbursement:	Flat annual payment: \$0 for libraries in Poughkeepsie local calling areas as defined by Verizon, \$50 for libraries in 845 area code outside the Poughkeepsie local calling area, \$100 libraries in 518 area code.	Phased out
2.	Mileage:	For travel to and from MHLS workshops and Directors Association and Advisory Committee meetings at IRS-approved rate for the year 2004.	Mileage at IRS approved rate up to \$.40/mile
3.	NYLA	\$4,000 to be divided among libraries sending people to the NYLA conference. Libraries should notify MHLS of intent to send people to NYLA by October 1, 2006.	Division of money based on number of libraries sending staff.
	Long Range/Strategic Plan	Support the review and updating of the Library's long range or strategic plan. \$100 upon submission of plan to MHLS	Phased out
	Financial or Computer Consultant	\$750 to pay for a financial consultant to review purchasing, ordering, record keeping procedures and/or technology consultant to review network and Internet set-ups (not for ongoing maintenance or equipment).	Phased out
4.	Director Meeting Reimbursement	Reimbursement for libraries with less than three full time staff for four hours per meeting at \$10.00 per hour for attendance at Directors Association meetings and joint Committee meetings.	Libraries with less than 3 FTE . Reduced to maximum \$250
5.	Programming Support:	50% of speakers fees, newsletters and Program Brochures are covered: for package A up to \$250 for package B up to \$500	Phased out for Package A, reduced to \$125 maximum for Package B
6.	Public Library Association Conference	\$4,000 divided among libraries sending staff to the conference. Libraries need to notify MHLS of intent to send staff by March 1, 2006	For Package C Libraries only. Division of money based on number of libraries sending staff.

7.	MLS Course Scholarship Grant:	Ten cash awards of \$864 to be granted to member libraries (limit one per person; with preferences given to at least one from each county, one from each library, and people who have not received this before). The library applies to defray the cost of one three credit hour course leading to an MLS from an ALA-accredited library school for a staff member.	Deadline: January 31 st , 2006; allow one grant per library with a maximum of 10 grants per year.
8.	Trustee Workshop Reimbursement Workshop:	\$50.00 reimbursement to libraries if they send at least one trustee to a Mid-Hudson Library System trustee orientation and another \$50 if they send a trustee to the advanced trustee workshop.	Reduced to \$50 per library.
9.	County Group Annual Meeting:	\$500 to support an annual meeting of a county group	Same