

# MHLS Director Briefing

COVID-19 | April 24, 2020



## Today

- **Administration**

- Limited Delivery Run Next Week
- Restart Guidance
- Funding Considerations

- **Tech Ops**

- Online Patron Registration

- **Library Sustainability**

- Annual Report Finalization
- Paid Sick Leave Follow Up

- **Upcoming Webinars**



# Limited Delivery Run

**Who:** MHLS Delivery Services

**What:** Limited Delivery Run over 48 hours

**Where:** Member Libraries\*

**When:** Tuesday, April 28<sup>th</sup> & Wednesday, April 29<sup>th</sup>

## Why:

1. Clean out items that have been returned to member libraries and checked-in\*\*
2. Statistically test our modeling

*\*Library Directors may opt out. Deadline: Monday @2:30pm*

*\*\*If you haven't been accepting returns or checking items in, no problem*

# Limited Delivery Run – How?

- **Opt Out: by 2:30pm on Monday** [email [tfinnigan@midhudson.org](mailto:tfinnigan@midhudson.org)]
- **Drivers will be following social distancing protocols, including wearing masks and gloves.**
- **Drivers will pick up boxes in their usual pickup spots and any overflow items in that area with an outgoing transit slip**
- **Items that are delivered to you:**
  - You are welcome to check them in, shelve your items, place items on your holdshelf OR leave them sitting in the bins until your staff has returned
  - DO NOT RUN ANY NOTICES
  - We recommend using masks and gloves if processing items that have been in your facility for less than 72 hours and strongly encourage regular hand washing

# Restart Guidance

- **“Restart Guidance Campaign”**
  - Classify all libraries with the same guidance
  - Curbside service
  - Facility access
    - Staff
    - Public
- **Regional Restart:**
  - Capital District: Columbia & Greene
  - Mid-Hudson: Dutchess, Putnam & Ulster
- **IMLS Research Partnership**
- **NEW: Reopening Resources** [<https://midhudson.org/covid19/>]

**Coming Soon:**  
Custom Guidance for  
MHLS Members  
Libraries on Restarting



# Scenario Planning

1. Gaining a realistic view of the *current state*.
2. Developing *multiple versions* of the future using scenarios.
3. Anchoring on a *broad direction* of travel.
4. Use the scenarios to confidently develop *strategic moves*.
5. Determine what will inform *trigger points* for change.

See: “*Library Scenario Planning Tool*” by FastForward Libraries in the new Restart Resource section at <https://midhudson.org/covid19/>

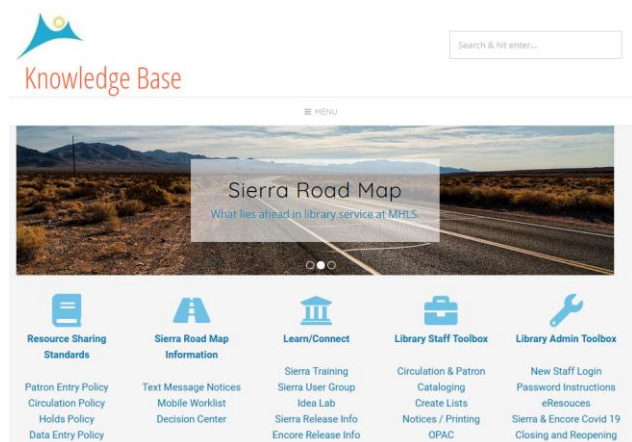
# Funding Considerations

- Local
  - 2020
  - 2021
- County
  - Marketing & Advocacy Campaigns
- State
  - MHLS Actions
- Federal
  - Federal Aid Packages
  - IMLS Digital Divide Funding
  - FEMA Public Assistance Grants



# Technology Operations

- Online Patron Registration
- Kanopy, Hoopla, CreativeBug additions



Reminder:  
Please use [techsupport@midhudson.org](mailto:techsupport@midhudson.org) to open a ticket

# Library Sustainability

- Annual Report Fixes
- Paid Sick Leave Follow-Up
  - Human Resource section of MHLS COVID-19 Resource page



## Upcoming Webinars

- **April 27:** Basic Create Lists
- **April 28:** Patron Data Entry
- **April 29:**
  - The Future of the 2020 Summer Reading Program
  - Item Data Entry
- **April 30:**
  - County Funding Advocacy Meeting
  - Introduction to Mobile Worklists
- **May 1:**
  - Construction Grant Office Hours
  - Sierra Circ 101
  - MHLS Director Briefing
- **May 4:** Basic Create Lists
- **May 5:**
  - DA Workshop: Decision Center for Directors
  - Trustee Briefing (registration opening soon!)



# Upcoming Director Briefings

Registration is no longer required for this event.

**Log-in information will be sent via the MHLS-Notice List** the morning of each briefing.

- Friday, April 24 from 2:00-3:00pm
- Friday, May 1 from 2:00-3:00pm
- Friday, May 8 from 2:00-3:00pm
- Friday, May 15 from 2:00-3:00pm
- Friday, May 22 from 2:00-3:00pm
- Friday, May 29 from 2:00-3:00pm

thank you!

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