

# **Capital District Library Council**

**Annual Report  
2007/2008**

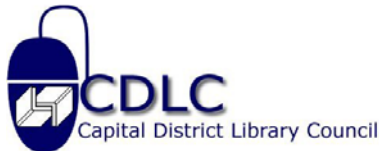
**Serving the Library Community of the Capital District Region Since 1967**

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Jack Beadle	Bibliographic Support Technician
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Jean K. Sheviak	Executive Director
Joseph Thornton	Computer Systems Consultant
Christopher Tosh	HLSP Coordinator
Christine M. Walker	Assistant Director
Dustin Wilder	Digitization Field Trainer



### Capital District Library Council

28 Essex Street  
Albany, New York 12206  
(518) 438-2500  
[www.cdlc.org](http://www.cdlc.org)

The Annual Report was produced by the Capital District Library Council and distributed to the attendees at its annual meeting on May 13, 2008. CDLC is a multitype library consortium that serves libraries in the New York counties of Albany, Fulton, Hamilton, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren and Washington.

## From the Executive Director . . .

One of the most difficult questions I have had to answer over the last nine years is “what exactly *is* CDLC, anyway?” I could always talk about the number of libraries we serve or the number of counties that make up our region, and I definitely could go on at length about continuing education, resource sharing, regional automation, and consortial purchasing. But it’s really difficult to give an “elevator speech” – a compelling short statement – about CDLC. In an effort to do that, the members of the Resource Development Committee, Chris Walker, and I set out to develop an informational brochure that would explain CDLC to bankers, insurance brokers, potential corporate sponsors or any other member of the community. Those of us steeped in the acronyms of the library world had a hard time giving them up, but we persevered. We tested various versions of the document with accountants, computer trainers, marketing specialists, and practically every non-librarian who came through the door. How did we do? You’ll find the current version on the back page of this annual report.

Along the way we discovered that this approach would help us to more effectively tell our story to our library members as well. Terms like RBDB, CaDiLaC, and HLSP come naturally to those of us who work with them every day, but they are likely to be less well known to library staff who are not on CDLC committees. To help address that problem, this report provides some background information that will answer questions about CDLC programs. I hope you will share the report with your colleagues.

Of course, many people working together are what really make CDLC programs work. Some CDLC staff members (like Kathy Corbett, who knows practically everybody!) are very visible to our members, while others provide the structural support: Joe Sherry pays the bills and keeps finances in order; Madeline Fiedler handles billing and record keeping; Joe Thornton and Jack Beadle keep the computers and network running smoothly. Throughout this report you’ll find the names of other staff members and see how they support our mission and goals.

As in most small organizations, CDLC staff members have multiple responsibilities and lots of “other duties as assigned,” but they all have a focus on service to our members. They know the libraries of the region because they have been working with them for a long time. In fact, Hospital Library Services Librarian Christopher Tosh celebrated his 10<sup>th</sup> anniversary with CDLC at the beginning of this year. Congratulations, Chris! CDLC is successful thanks to the efforts of each and every staff person.

One confirmation of the knowledge and skills of CDLC staff is their ability to support an ever-increasing number of institutional members. When I became Executive Director in fall of 1998, CDLC institutional membership stood at 42. I am pleased to report that on March 14<sup>th</sup> The Rudolf Steiner Library of The Anthroposophical Society in America became our 69<sup>th</sup> member. Housed in a renovated carriage house in Ghent, New York, the collection of 30,000 items focuses on the works of Rudolf Steiner, founder of the philosophy called anthroposophy. The library provides extensive support for Waldorf education. CDLC will be assisting the Rudolf Steiner Library staff to make information about their unique holdings available to the entire library community.

As we move into the next year all of us are aware of the financial challenges faced by New York State. Be assured that we at CDLC are ready to work with all of our member libraries to make information flow!

*Jean Sheviak*

## Programs and Services

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The logo for the Documentary Heritage Program is contained within a white rectangular box with a thin black border. The text "Documentary Heritage Program" is centered in a bold, black, sans-serif font. A small yellow pushpin icon is located in the top-left corner of the box.

### Documentary Heritage Program

The **Documentary Heritage Program (DHP)**, headed by Regional Archivist Susan D'Entremont, serves any non-profit organization in the region holding records that may be historically valuable. The program helps institutions and organizations to identify important historical records in both public and private hands and make those records more accessible to the public. There are over 200 organizations and institutions in CDLC's region that are eligible for DHP services. These services include site visits, consultations by telephone and email, workshops, print and electronic newsletters, a lending library, and leadership in larger archival issues.

This year, the Regional Archivist responded to over 275 inquiries from area historical records repositories. As usual, the topic and complexity of these inquiries varied greatly. Some of the more significant issues discussed include dealing with damage caused by flooding, the physical needs of an archives when planning a new facility, determining the historical value of an organization's records, copyright, and beginning an oral history project. The number of inquiries related to digitization and technology was much higher than in previous years. This dovetailed nicely with CDLC's Digitization Project, and many DHP constituents were able to take advantage of the digitization workshops funded with RBDB money. All 11 institutions involved in the Council's Digitization Pilot Project have chosen to digitize historical, archival materials. Besides increasing the public's access to these unique items, these efforts will also increase the visibility of historical collections throughout the region.

Every year the DHP conducts three or four basic workshops on dealing with archival records. Many institutions use volunteers to care for their records. There is a high turnover rate, so the need for these sorts of workshops is constant. The workshops are usually held in our Albany offices. This year, however, we were able to offer two workshops at the edges of our region because we received support and assistance from organizations in those areas. The Regional Archivist presented Arrangement and Description of Historical Records in Silver Bay, on the western banks of Lake George, with the help of the dedicated archives volunteers at the Silver Bay YMCA of the Adirondacks. It was a gorgeous day, and we wish we could always hold our workshops in such a beautiful location! The Regional Archivist also presented The Basics of Archives in Johnstown with the help of the officers of Region 7 of the Association of Public Historians of New York State, who made all the practical arrangements. Both of these workshops enabled us to reach people that have difficulty getting to Albany. By partnering with local organizations, we were much more successful in getting attendees than we have been in the past. We will continue to try this approach when possible.

The DHP is able to achieve a remarkable amount with a very small budget. However, the amount of money has been stagnant for over fifteen years while prices continue to rise. In previous years we took steps to make the program more efficient. There is little more we can do in that area, so this year we started making small cuts in services. In the coming months, we will be working to encourage the passage of the Preserving the American Historical Record Act (PAHR). PAHR is federal legislation that will soon be introduced in the House of Representatives. It proposes to increase federal support for state and local archival records held by government agencies, historical societies, libraries, and related organizations. If passed, this legislation will help us continue to increase our efforts to help historical records repositories preserve New York's rich heritage.

## Programs and Services

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### Hospital Library Service Program

Funded by New York State, the **Hospital Library Service Program (HLSP)** is a statewide effort to improve library service to the hospitals in New York State. Administered by HLSP Coordinator Christopher Tosh, the HLSP in the Capital District provides the following services: the Shared Audio Visuals/Equipment Consortium (SAVE) ; assistance in meeting JCAHO and NY State Department of Education requirements for hospital libraries; reference, database retrieval, and interlibrary loan services; cataloging service through CDLC; library materials grants; and continuing education opportunities for library staff.

During the 2007-08 HLSP program year the HLSP Coordinator made 36 site visits to the 11 program member libraries. The Coordinator also conducted 150 program contacts by phone, 658 program contacts by e-mail, and produced three program newsletters. The Hospital Library Service Program sponsored seven continuing education events during the year which were attended by 97 staff members of academic, health, public and special libraries. Event topics included: “Geeks Bearing Gifts: Unwrapping New Technology Trends”; “Keeping Up With PubMed”; “PubMed for Experts”; “Project Management for the Solo Librarian: Getting it Done When You’re the Only One”; “Scholarly Publishing and Open Access: Straight Talk”; “Community Assessment”; and “Planning Outcomes-Based Outreach Programs”. Some of the events were co-sponsored by the Medical Information Services Program (see below) and all of the class attendees were awarded MLA CE credits.

The Hospital Library Service Program provided \$2,470 in grant funding for its member libraries to buy needed materials such as books, online and print journals, and database access, as well as equipment such as fax machines and computers. HLSP funding also provided \$32,450 of consortial subscriptions for program member hospitals to the “EBSCO Dynamed” point of care reference database and “Doody’s Core Titles in the Health Sciences 2007” online. Doody’s provides recommendations and reviews for library materials purchases in 121 specialties in the health sciences.

The HLSP Coordinator copy cataloged 498 titles and CDLC cataloging services provided original cataloging for two titles for member libraries in the 2007-08 year.

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### Medical Information Services Program

CDLC's **Medical Information Services Program (MISP)**, administered by Christopher Tosh, is part of a state-wide program funded by New York State to provide New York State residents, both healthcare consumers and clinicians, with improved access to current, up-to-date medical information. In CDLC's service area MISP funds subsidize interlibrary loans and medical information education and training for library staff. The interlibrary loan aspect provides access to medical information from sources not owned by a requesting institution or library. The education and training opportunities give library staff tools and knowledge they need to find and obtain this information.

In the 2007-08 MISP year, \$26,635 was distributed to CDLC area libraries to help pay for health information obtained for their patrons through interlibrary loans. In addition to their MISP funds, member libraries reported using an additional \$27,000 of their own funds for their health information related loans. \$10,000 was distributed to Albany Medical College to help offset their expense for providing medical information, including local interlibrary loans, to CDLC member libraries. Additionally CDLC used \$1,500 to provide health information-related interlibrary loan service to its member libraries. \$2,007 was used to co-sponsor, with HLSP, health information-related continuing education programs including “Community Assessment” and “Planning Outcomes-Based Outreach Programs.”

## Programs and Services

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### Communications

CDLC's website at [www.cdlic.org](http://www.cdlic.org) is a popular destination for anyone wanting to know what CE classes are being offered by CDLC, what library jobs are available in the Capital Region (and beyond), or what exactly *is* the DHP or the HLSP. One can also find information about CDLC's events, interest groups, cataloging services, and committee functions, as well as directories of member libraries and program participants. As a service to CDLC members, Chris Walker and Jack Beadle strive to keep the web site as up-to-date as possible.

To communicate with members, member groups, CDLC committees and project participants, CDLC maintains a number of email lists used to disseminate announcements and information regarding programs and events. Lists available for interest groups include CDLC-L (a general list of those interested in the activities of CDLC); InfoLit; CDLC Retirees; and S.L.E.E.K.


By popular request CDLC still produces and distributes ReCap, a paper-based newsletter. Two issues of ReCap, were distributed to members in the past year, and may be viewed on the CDLC website at [www.cdlic.org/About\\_CDLC/newsletter.shtml](http://www.cdlic.org/About_CDLC/newsletter.shtml).



### Consortial Purchasing

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**Consortial buying opportunities** for electronic databases are available for CDLC institutional members through WALDO (Westchester Academic Library Directors Organization), Nylink and Britannica Online. Discounts to libraries buying products through this process provide substantial savings - in some cases perhaps as much as 50%. In 2007-08 twenty-one CDLC libraries took advantage of these opportunities to purchase database subscriptions totaling over \$1,020,000! Management of orders and invoicing is handled by Chris Walker and Madeline Fiedler .



### Continuing Education

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**Continuing Education** events are sponsored throughout the year by CDLC programs and groups, and are detailed elsewhere in this report (see DHP, HLSP, CCD, Regional Automation, Resource Sharing, CALA, CDBL, and GIIG). Committee meetings also provide continuing education opportunities as committee members share ideas and contribute their resources to the operation of CDLC programs. In 2007-08 CDLC sponsored 21 workshops or events, hosted 39 committee meetings, and provided space for 13 meetings of CDLC sponsored interest groups.

A series of workshops designed for CDLC's Digitization Project were well-attended by staff from all library types. Topics included "How to Create Digital Collections Using CONTENTdm"; Introduction to Scanning and Digital Imaging"; and "Preserving Digital Objects".

In June 2007 CDLC's Continuing Education Committee sponsored the 2007 CDLC Walkabout - a walking tour of CDLC member libraries along New Scotland Avenue in Albany. The tour visited the libraries of The Sage Colleges, Albany Medical College, Albany College of Pharmacy, Albany Law School, and the Stratton VA Medical Center.

## Programs and Services

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### Cooperative Cataloging

The **Cooperative Cataloging Program** of CDLC, coordinated by Catalog Librarian Sue Rahn and assisted by Kathy Corbett and Jack Beadle, provides member libraries with comprehensive cataloging services on OCLC. As an OCLC processing center, CDLC makes cataloging available to member libraries who are not direct members of OCLC. During the 2007-08 fiscal year, 28 CDLC member libraries took advantage of this service. Cataloging was done for 5,887 titles (including 3,907 titles for 13 schools), and 4,551 holdings were deleted. Cataloging projects were started this year for two of our new special libraries, the Iroquois Indian Museum and the Troy Annual Conference of the United Methodist Church. Both of these libraries bring unique resources to the libraries of the Capital District and beyond.

Progress was made during the year with our Innovative catalog. We are now able to load and edit serial records, which will ensure that the Union List of Serials is always up-to-date. During the 2007-08 year, we also began investigating replacement software for the Partial Union Catalog and for CaDiLaC Online.

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### Coordinated Collection Development

The **Coordinated Collection Development Committee (CCD)** sponsored a workshop on November 28, 2007 at the William K. Sanford Town Library in Colonie. The program, "Are Databases Dead? Databases in the Age of Google," attracted 72 attendees. Speakers included A. Ben Wagner from the University at Buffalo, and Gloria Meisel from Westchester Community College. Also featured was "The World Café: a moderated conversational process on marketing library resources," moderated by Jo-Ann Benedetti from Upper Hudson Library System.

The New York State **Coordinated Collection Development Aid (CCDA)** program, administered at the local level by the 3Rs Councils, provides materials funding to public or nonprofit independent colleges and universities in the state. Participants agree to make the materials available for resource sharing throughout the region and the state. CDLC's participating libraries are polled annually regarding their subject area responsibilities and any changes are approved by the Board of Trustees. Participants then purchase materials in a designated subject area (see the list at [http://www.cdlic.org/Programs\\_And\\_Services/ccd/ccdsub.shtml](http://www.cdlic.org/Programs_And_Services/ccd/ccdsub.shtml)). In 2007-08 \$175,486 CCDA funds were distributed to 21 CDLC libraries as follows:

ACC	\$ 7,009	Ellis Nursing	\$ 4,480	Maria College	\$ 4,827	SCCC	\$ 7,510
ACP	\$ 5,737	ESC	\$10,425	Mem Hosp Nursing	\$ 4,455	Siena	\$ 7,676
ALS	\$ 5,562	Excelsior	\$14,744	RPI	\$12,156	Skidmore	\$ 7,169
AMC	\$ 5,550	FMCC	\$ 6,135	Sage	\$ 7,450	SUNY Cob	\$ 6,897
CSR	\$10,059	HVCC	\$13,275	Sam Hosp Nursing	\$ 4,468	Union	\$ 7,169
						U Albany	\$22,733

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### Courier Delivery

CDLC supports **courier service delivery** of interlibrary loan materials to member libraries by maintaining a contract with Velocity Express, a commercial delivery service. The service, currently 94 stops per week, is paid for primarily by participating libraries. The courier vendor and contract are evaluated as necessary.

To further facilitate service, CDLC subsidizes daily delivery to and from the New York State Library. CDLC works collaboratively with Mohawk Valley Library System, Southern Adirondack Library System, and Upper Hudson Library System to provide an integrated delivery service for the libraries of the region. Delivery connections to the School Library Systems allow materials to reach more than 500 individual schools.

# Programs and Services

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## Direct Access Program

CDLC's **Direct Access Program (DAP)** allows cardholders to borrow materials directly from participating libraries. Participation in DAP is open to all member libraries, library systems, and individual public libraries in the CDLC region. Currently over 70 academic, special and public libraries lend to DAP borrowers. Individuals may participate in the program by applying for a DAP borrower's card from their home library. Although the number of DAP cards issued has declined, the program is still used extensively by members of the library community.

The DAP Directory and informational flyers are available on, and easily printable from, the CDLC web site. Participating libraries are provided with a list of authorized signatures and may contact CDLC when additional DAP card blanks are needed. For complete information on DAP and access to the directory visit [http://www.cdlic.org/Programs\\_And\\_Services/dap/dap.shtml](http://www.cdlic.org/Programs_And_Services/dap/dap.shtml).

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## Regional Automation Activities

Many of CDLC's activities relate in some way to regional automation programs, and much of the support for those programs comes through New York State **Regional Bibliographic Data Bases (RBDB)** funding. When RBDB was established in 1984, the State Education Department required that CDLC set up a Regional Automation Advisory Committee (RAAC) to develop and oversee programs supported by RBDB. Currently that committee includes 18 representatives from academic, public, special, and school libraries; a member of the research community; and representatives from the public and school library systems. Five CDLC staff are ex-officio members.

This year RAAC engaged a team of consultants from the University at Albany to assist us in evaluating the major RBDB programs and planning for the future. Some of what we learned included:

- CaDiLaC Online is vital to the school community, not particularly significant for the academics, and important to some public libraries.
- If we are going to continue to provide CaDiLaC Online, new software is essential.
- Digitization will be an important focus for the future.
- We must do regular publicity and training for RBDB-funded programs and "brand" them with CDLC's identity.

In subsequent discussion RAAC decided to continue CaDiLaC Online, and the committee has begun the search for new software. In addition, a subcommittee was established to address the other recommendations in the consultants' report.

RBDB supports a variety of technology training opportunities as well as a number of major ongoing programs. **CaDiLaC Online**, accessible through the CDLC website, allows the catalogs of 14 academic libraries, 2 special libraries, 3 public library systems, 4 school library systems, one school library, and the New York State Library to be searched through a single interface. Circulation status is displayed so that users know if materials are available. Also searchable through CaDiLaC Online are the **Partial Union Catalog (PUC)** and the **Union List of Serials (ULS)**. The PUC, which is maintained by Sue Rahn, provides access to cataloging records for 140 academic, special, hospital, and school libraries. Included are more than 400,000 bibliographic records with more than 500,000 item records. Accessible through OCLC as well as CaDiLaC Online, the ULS is kept up to date by CDLC staff led by Marie Noonan. The ULS includes almost 50,000 titles and more than 100,000 holding records from 537 libraries in the region. Computer and technical support for all programs is provided by Joe Thornton and Jack Beadle.

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## Programs and Services

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### Regional Automation Activities (continued)

(Continued from page 7)

In 2007 CDLC awarded 15 RBDB-funded grants for **retrospective conversion and metadata enhancement**. These grants supported libraries converting catalog records to electronic format or enhancing already-existing catalog records. Institutions receiving the grants were Adirondack Research Library, The College of Saint Rose, Crandall Public Library, Ichabod Crane Middle School, Maria College, Miller Hill-Sand Lake Elementary, NYS Department of Environmental Conservation, NYS Military Museum, The Sage Colleges, St. Augustine's School, Troy Annual Conference of the United Methodist Church, and Union College. Fulton Montgomery Community College (2 projects) and The Sage Colleges received grants for metadata enhancement. Projects included a wide variety of library materials, such as locally-produced VHS tapes, regional historical writings, art prints, technical reports, archival collections, and general school library collections.

Albany Law School, Albany Medical College, Fulton-Montgomery Community College, The Sage Colleges, Schenectady County Community College, SUNY Cobleskill, The College of Saint Rose, and Union College are participants in CDLC's regional **ILLiad Consortium**, which is managed by staff at The Sage Colleges. All libraries of the region can benefit from this program through use of the locally-produced interface allowing non-OCLC libraries to easily request materials electronically from consortium members.

CDLC's **Digitization Pilot Project**, which operates under the direction of Digitization Project Manager Susan D'Entremont, received funding through RBDB as well as a \$17,500 Library Services and Technology (LSTA) Grant. With these funds CDLC purchased and set up a CONTENTdm server (hardware and software); hired part-time Digitization Field Trainer Dustin Wilder to work with the project manager and the 11 libraries in the pilot; developed training materials, scanning guidelines, and metadata standards; and provided digitization-related training sessions for the pilot participants and the entire CDLC community. Pilot participants include The College of Saint Rose, Dudley Observatory, Bethlehem Public Library (joint project with Bethlehem Historical Association), Clifton Park-Halfmoon Public Library (joint project with Clifton Park Historian and Halfmoon Historian), Schenectady County Community College, Nassau Free Library, Crandall Public Library, Stillwater Free Library, Guilderland Public Library (joint project with Guilderland Historical Society and Town of Guilderland), Albany Institute of History and Art, and the Schenectady Museum (joint project with Edison Exploratorium and Schenectady County Historical Society). At this time most of the participants have uploaded images to the server and entered metadata for those images. Plans for next year include expanding the project to include more libraries and developing a website to make the digital collections available to the public. LSTA funds were awarded to the New York State Library by the Federal Institute of Museum and Library Services.



### Resource Sharing

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CDLC staff provide interlibrary loan help and support to member libraries through the **CDLC Bibliographic Center**. Services include verification of citations, locating needed items, and referral services for libraries needing assistance with patron requests. Under the direction of Marie Noonan and assisted by Kathy Corbett, the Bibliographic Center processed a total of 1,279 requests during the past year. Managing requests involved searching CaDilaC Online, WorldCat, and the CDLC Partial Union Catalog (see Regional Automation Programs on page 7 for more information about the PUC). The Bib Center

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## Programs and Services

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### Resource Sharing (continued)

*(Continued from page 8)*

referred 204 requests without CDLC locations to OCLC WorldCat Resource Sharing, the New York State Library via NYSILL and Docline. Additional verification and location information was provided using printed bibliographic tools, the RLIN database, PubMed, ERIC and other databases, and the New York State Library catalog.

CDLC staff also assist member libraries using OCLC WorldCat Resource Sharing for interlibrary loan purposes.

The 15 member **Committee on Resource Sharing (CORS)** includes representatives from academic, special, school and public libraries as well as the public and school library systems. As part of its goal to keep member libraries informed about resource sharing programs and services, CORS sponsored Interlibrary Loan Field Day IV, held May 1, 2008 at the Washington-Saratoga-Warren-Hamilton-Essex School Library System facility. The 55 attendees heard keynoter Gary Schwartz talking about Technology Gadgets as well as presentations by Ed Rivenburgh of SUNY Geneseo on the IDS Project; Jesse Koennecke on Cornell University's Get It! Project; and Lauren Pinsley on OCLC's WorldCat Local.

CORS met with Dr. Deborah Andersen of the University at Albany's Department of Information Studies to discuss the Department's student internship program. The Committee made recommendations to Dr. Andersen to help make the internship program a more valuable experience for both the student and the library offering the internship.

CORS member Gregg Kiehl of SUNY Cobleskill completed the necessary programming for CDLC libraries to begin sending requests electronically to **CDLC's ILLiad Consortium**. CDLC direct members or individual school and public libraries not using OCLC's WorldCat Resource Sharing are eligible to use the service.

To assist libraries in locating information about serials, Marie Noonan maintains the **Union List of Serials (ULS)** through OCLC's Connexion and on CaDiLaC Online. Changes to the Union List in 2007-08 included: 1,052 local holdings records added; 3,382 local holdings records updated; 1,833 local holdings records deleted; 6,267 total updates; 343 titles added; and 436 titles deleted. This year, with the help of summer assistants, a total of 25,970 updates were made to the ULS in CaDiLaC Online. This represented serial holdings changes from December 2005 to June 2007.



### Student Employee Award

CDLC sponsors an annual award for student employees in area libraries. The **CDLC Outstanding Student Employee Award** was established to reward excellence among young library workers, both to exemplify the high standards sought in library staff and to encourage investigation of librarianship as a career goal. Winners receive a certificate and token prizes, along with the recognition of their supervisors and peers that their work has been exemplary. Award winners are encouraged to note this award on resumes and job applications.

The 2008 Award was presented to nine students at a ceremony held at the Capital District Library Council on April 10, 2008. Kingsley Greene, Director of Libraries at The Sage Colleges and President of CDLC's Board of Trustees, served as Master of Ceremonies for the event. Michael Borges, Executive Director of the New York Library Association,

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## Programs and Services

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### Student Employee Award (continued)

*(Continued from page 9)*

congratulated the students and spoke to the students, their families and supervisors about the importance of libraries in New York State.

Award winners, chosen for their commitment and dedication, time management skills, excellent patron services and colleague interaction, responsibility, peer leadership, interest and initiative, were presented with a certificate and a CDLC monogrammed briefcase. The 2008 Award was presented to:

Elizabeth Bradley	Brunswick Community Library
Celia K. Foster	East Greenbush Community Library
Elizabeth J. Mullin	East Greenbush Community Library
Alex Enzien	Mechanicville District Public Library
Ana Snyder	Mechanicville District Public Library
William Cheuk	Round Lake Library
Julian Burnet	Schenectady County Community College
Randel Bleeker	Union College
Marie Schubert	Union College

In January all CDLC libraries are contacted with details about the Outstanding Student Employee Award and invited to participate.



### Resource Development Committee

The **Resource Development Committee** spent much of this year focusing on ways to increase ties between CDLC and the broader community. Their efforts resulted in the "CDLC Makes Information Flow" document, designed to help non-librarians understand what CDLC does, found on the last page of this report. The Committee developed a set of sponsorship guidelines to use when working with corporations or potential supporters which were adopted by the Board of Trustees in March. In their discussions throughout the year the committee became convinced of the wisdom of broadening the perspective of the Board of Trustees by including additional members who are not librarians. The slate of Board members to be elected at the 2008 annual meeting reflects this wider view.

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## Membership Groups

*Under the auspices of the Council, a number of roundtables and other interest groups keep local librarians informed about recent changes and developments in librarianship.*



### Capital Area Library Assistants

**Capital Area Library Assistants (CALA)** is a membership group of CDLC for library assistants in the Capital Region. The Coordinating Committee of CALA consists of Kathy Corbett (CDLC), Jean Guyon (University at Albany), Michele Matthews (Rensselaer Polytechnic Institute) and Carol Reppard (Troy Public Library). The committee members plan workshops and provide information to library assistants.

CALA sponsored two "Lunch & Learn" workshops this year. In November 2007 "Library Outreach - What does it mean for you and your library?" was presented by Jo-Ann Benedetti, Manager of Information and Outreach Services for the Upper Hudson Library System. Fifteen library assistants attended and were informed of all the various aspects of

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## Membership Groups

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**Capital Area  
Library  
Assistants  
(continued)**

Outreach programs. In April 2008 "Digitization: Is it for You?" was presented by Susan D'Entremont, Regional Archivist, CDLC and Dustin Wilder, Field Trainer for the CDLC Digital Pilot Project. Twenty-five attendees learned about many aspects of digitization and heard a report on the progress of CDLC's Digitization Project.

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**Capital District  
Business  
Librarians**

**The Capital District Business Librarians (CDBL)** group, established to improve library services to business by creating opportunities to keep librarians informed about sources of information, has been a CDLC Membership Group since 1992. CDBL's members come from special, academic and public libraries. Each year the group hosts several meetings of interest to librarians and business professionals and open to the community.

During the last year, the University at Albany Library was the location of a July 2007 workshop led by Roger Lipera, a member of the HTML Writers Guild and a staff member of the Interactive Media Center at the University. In October, CDBL's 12th annual breakfast meeting was held at Siena College followed by a tour of the College's William R. Raub '85 Market Trading Rooms. Anthony Pondillo, Assistant Dean for the Siena College's School of Business and Director of the Trading Room, served as the tour guide. In December, CDBL sponsored a presentation by Dr. Paul Miesing of the School of Business at the University at Albany. Held at the William K. Sanford Town Library, Dr. Miesing's presentation entitled, "A Peek Behind the Bamboo Curtain of China Business," offered attendees an introduction to doing business in China. The William K. Sanford Town Library was also the setting for a March 2008 meeting with featured speakers, Mike Hendricks, Editor of The Business Review (Albany) and Melissa Gold, Research Director for The Business Review. "A Look at The Business Review (Albany) and The Book of Lists," provided a bird's-eye-view of the "how and why" that brings these two well-known publications to press.

CDBL distributes program announcements to CDBL members, CDLC directors, and heads of reference. Programs are also publicized through relevant electronic mailing lists and select press releases targeted to members of the business community. Library school students are encouraged to attend. For information, contact CDBL President Jane Kessler ([jkessler@uamail.albany.edu](mailto:jkessler@uamail.albany.edu)).

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**Government  
Information  
Interest Group**

The CDLC **Government Information Interest Group (GIIG)** was established to provide a forum for libraries and library users of the Capital District to support discussion and interaction among the institutions and their users in the area of government information. The group meets quarterly to consider both federal and state policy issues affecting access to government publication of information and serves as a voice for all individuals interested in using government information.

In 2008, the group met regularly at CDLC. Subjects of interest included the membership of the group, loss of depository libraries locally and nationally, changes in staffing in local depositories, and digitization of government documents on a local and federal level.

While the core membership is comprised of depository librarians, all are invited to join or to attend meetings. Please contact CDLC or Catherine M. Dwyer ([cdwyer@uamail.albany.edu](mailto:cdwyer@uamail.albany.edu)) for more information.

# Advisory Committees

## COMMITTEE ON RESOURCE SHARING

Deborah Booth - *HFM School Library System*  
Valerie Catlin - *Mohawk Valley Library System*  
Tom Flynn - *New York State Department of Health*  
Linda Fox - *Capital Region BOCES School Library System*  
\*Sue Grayson - *Hudson Valley Community College*  
Andrea Herman - *Crandall Public Library*  
Gregg Kiehl - *SUNY Cobleskill*  
Ann Marie L'Hommedieu - *Albany Medical College*  
Pat Markley - *Siena College*  
Patti McCall - *AMRI (Albany Molecular Research, Inc.)*  
Gordon Noble - *Bethlehem Public Library*  
Dee Portzer - *Questar III School Library System*  
Chris Sagaas - *Albany Public Library*  
Irving Stephens - *Rensselaer Polytechnic Institute*  
Suzanne Turner - *University at Albany*  
Mary Wood - *Albany Law School*  
Robin Young - *WSWHE School Library System*

## CONTINUING EDUCATION COMMITTEE

Connie Alesse - *New York State Department of Environmental Conservation*  
\*Carol Anne Germain - *University at Albany*  
Lois Gordon - *Mohawk Valley Library System*  
Sue Grayson - *Hudson Valley Community College*  
Mary Lindner - *The College of Saint Rose*  
Dee Portzer - *Questar III School Library System*  
Robin Young - *WSWHE School Library System*

## COORDINATED COLLECTION DEVELOPMENT COMMITTEE

Jo-Ann Benedetti - *Upper Hudson Library System*  
Gail Botta - *Albany Medical College*  
\*Mary Jane Brustman - *University at Albany*  
Darrin Conroy - *New York State Small Business Development Center*  
Anne LaBelle - *Hudson Valley Community College*  
David Moore - *Schenectady Co. Community College*  
Nancy Van Deusen - *SUNY Cobleskill*  
Robin Young - *WSWHE School Library System*

## DIRECT ACCESS PROGRAM COMMITTEE

Warren Hawkes - *New York State Nurses Association*  
Edmée Hernandez - *University at Albany*  
Sister Rose Hobbs - *Maria College*  
\*Cara Molyneaux - *Union College*  
Joseph Nash - *William K. Sanford Town Library*  
Dee Portzer - *Questar III School Library System*

Note: One or more CDLC staff members are ex officio members of all CDLC Committees

(\*denotes current chairperson of the committee.)

## RESOURCE DEVELOPMENT COMMITTEE

\*Barbara Beverley - *New York State Department of Economic Development*  
Walter Grattidge - *Research Community*  
Kingsley Greene - *The Sage Colleges*  
Deb Priest - *New York State Assembly Information Center (retired)*

## DOCUMENTARY HERITAGE PROGRAM ADVISORY COMMITTEE

Michael Aikey - *New York State Military Museum*  
Todd DeGarmo - *Crandall Public Library*  
\*John Diefenderfer - *Daughters of Charity Archives*  
Stacy Draper - *Rensselaer County Historical Society*  
Chris Hunter - *Schenectady Museum & Planetarium*  
Gretchen Koerpel - *Research Community*  
Harry E. Mueller - *Upstate New York Teaching of American History Project*  
Amy Rupert - *Rensselaer Polytechnic Institute*  
Ellen Sullivan - *Greater Capital Region Teacher Center*  
Geoffrey Williams - *University at Albany*

## HOSPITAL LIBRARY SERVICE PROGRAM ADVISORY COMMITTEE

Pat Desbiens - *Sunnyview Rehabilitation Hospital*  
Elizabeth Irish - *Albany Medical College*  
Kim Mitchell - *Albany College of Pharmacy*  
\*Chris Szczerba - *New York State Library*  
Regina Vertone - *Northeast Health*  
Donna Winkelman - *Glens Falls Hospital Library*  
Mary Wood - *Albany Law School*

## REGIONAL AUTOMATION ADVISORY COMMITTEE

Andrew Ashton - *Skidmore College*  
Christine Beardsley - *Darrow School*  
Melissa Bergin - *Niskayuna High School*  
\*Jeanne Biggins - *Bethlehem Public Library*  
Valerie Catlin - *Mohawk Valley Library System*  
Jennifer Ferriss - *Southern Adirondack Library System*  
Linda Fox - *Capital Region BOCES School Library System*  
Jim Gandy - *New York State Military Museum*  
Walter Grattidge - *Research Community*  
Suzanne Hayes - *Empire State College*  
Andy Kulmatiski - *Schenectady Co. Public Library*  
Tim McDonough - *Waterford Public Library*  
Dee Portzer - *Questar III School Library System*  
Colleen Smith - *Albany Law School*  
Joe Thornton - *Upper Hudson Library System*  
Nancy Van Deusen - *SUNY Cobleskill*  
MaryAnn Warner - *Schenectady Co. Public Library*  
Christopher White - *The Sage Colleges*

## CDLC Member Institutions

\* Denotes Associate Members    \*\* Denotes Affiliate Member

📖 New member in 2007/2008

### ACADEMIC LIBRARIES

Adirondack Community College  
 Albany College of Pharmacy  
 Albany Law School  
 Albany Medical College  
 Bryant & Stratton College  
 The College of Saint Rose  
 Empire State College  
 Excelsior College  
 Fulton-Montgomery Community College  
 Hudson Valley Community College  
 ITT Technical Institute  
 Maria College of Albany  
 Mid-America Baptist Theological Seminary  
 Mildred Elley  
 Rensselaer Polytechnic Institute  
 The Sage Colleges  
 Schenectady County Community College  
 Siena College  
 Skidmore College  
 SUNY College of Agriculture & Technology  
     at Cobleskill  
 Union College  
 University at Albany

### SPECIAL LIBRARIES

Adirondack Research Library \*  
 Albany Institute of History and Art  
 Alzheimer's Association of NENY  
 AMRI (Albany Molecular Research, Inc.)  
 Dudley Observatory  
 General Electric Global Research Center  
 Healthcare Association of New York State  
 Irish American Heritage Museum  
 Iroquois Indian Museum\*\*  
 KAPL, Inc.  
 Literacy Volunteers Mohawk/Hudson  
 Literacy Volunteers of Rensselaer County  
 Medical Liability Mutual Insurance Co.  
 National Museum of Racing \*  
 NYS Assembly Information Center  
 NYS Dept. of Economic Development  
 NYS Dept. of Environmental Conservation  
 NYS Department of Health  
 NYS Military Museum  
 NYS Nurses Association  
 NYS Small Business Development Center  
 NYS Supreme Court Library - Troy\*  
 Plug Power  
 Rensselaer County Historical Society  
 📖 Rudolph Steiner Library of the  
     Anthroposophical Society in America  
 Schenectady County Historical Society  
 Schenectady Museum & Suits-Bueche  
     Planetarium  
 SI Group  
 Troy Annual Conference of the United  
     Methodist Church\*\*

### HOSPITAL LIBRARIES

Albany Memorial Hospital  
 Ellis Hospital  
 Glens Falls Hospital  
 Nathan Littauer Hospital  
 St. Mary's Hospital (Amsterdam)  
 St. Peter's Hospital  
 Samaritan Hospital  
 Saratoga Hospital  
 Seton Health System  
 Stratton VA Medical Center  
 Sunnyview Rehabilitation Hospital

### PUBLIC LIBRARY SYSTEMS

Mohawk Valley Library System  
 Southern Adirondack Library System  
 Upper Hudson Library System

### SCHOOL LIBRARY SYSTEMS

Capital Region BOCES S L S  
 Hamilton-Fulton-Montgomery S L S  
 Questar III S L S  
 Washington-Saratoga-Warren-Hamilton-  
     Essex S L S

## CDLC Personal Members

CDLC provides the opportunity for individuals to join the Council as personal members. All personal members receive *ReCap*; additional benefits apply to those joining at the Contributing or Patron level. We are especially grateful to our Patron members for their support of CDLC and libraries in our region!

Patron Members for the 2007-2008 program year:

**Barbara Beverley**  
**Dorothy Christiansen**  
**Bruce Connolly**  
**David Cossey**  
**Donna Dixon**  
**Linda Dunn**

**Walter Grattidge**  
**Kingsley Greene**  
**Sherry Hartman-Poggi**  
**Margaret Lanoue**  
**Barbara Nichols Randall**  
**Jean Sheviak**

**David K. Titus**  
**Lisa Trubitt**  
**Carol D. Wait**  
**Samuel C. Wait, Jr.**  
**Christine Walker**

Other CDLC supporters include 18 Contributing Members, 50 Basic Members, 15 Retiree Members, and 2 Student Members.. For more information about CDLC membership, please visit the CDLC web page under "About CDLC."

## **2008 Outstanding Service to the Council Award**

Presented at the Annual Meeting  
honoring an individual selected by the CDLC staff who has  
provided dedicated and exceptional support to the Council

Honoring

**KINGSLEY W. GREENE**

In grateful appreciation for more than thirty years  
of continuous service to the Capital District Library Council

Since first joining CDLC as a personal member in 1980, Kingsley has served on the Coordinated Collection Development Committee (11 years), the Hospital Library Services Program Advisory Committee (six years, including three as chair), and a record-setting 19 years during four terms as a member of the Board of Trustees. While a board member he served on the Finance, Personnel, and Resource Development Committees, as well as the Housing Committee that selected CDLC's current office space at 28 Essex Street. In recognition of his skills, fellow board members elected him to five two-year terms as Board President.

Kingsley is vocal about his belief in the importance of regional library programs and the leadership role CDLC plays in those programs. He willingly and generously invests considerable time, effort, and resources to make sure those programs are successful, and he does so graciously and with a legendary sense of humor. He sets a high standard and will be a hard act to follow. A good craftsman always builds a solid foundation. CDLC's foundation is now strong, due in no small part to Kingsley's skill and hard work.

We honor Kingsley Greene – CDLC leader, CDLC supporter, and CDLC friend.