

Collection Management Toolkit and Webinar

Released in early June, the 2022 [Public Library Collection Management Policy Template and Guide](#) draws from New York State law. Written by lawyer Stephanie Adams with insight and input from New York State public library system directors and trustees (including FLLS), the guide comes at a time when many libraries are experiencing material challenges. More than just a primer on how to respond to challenges, the toolkit takes a holistic approach to collection development, including the role of trustees in the process. The toolkit is housed on the [Western New York Library Resources Council's Ask the Lawyer Resources page](#). FLLS sent out an unannotated version to directors and trustees that will allow easy editing for libraries to personalize.

Stephanie Adams, the "Ask the Lawyer" attorney who created the document with the committee, will be hosting a one-hour webinar on **Tuesday, July 19 at 10am** to discuss the toolkit.

Register for the webinar at this [link](#).



BOOK DISPLAY POLICIES

Ask the Lawyer just posted a [new RAQ](#) on legal issues impacting display removal and set policy.

This is in light of what is currently happened at [Smithtown Library in Long Island](#).



OPEN MEETINGS LAW UPDATE

Governor Hochul recently signed Executive Order 11.8, "Declaring a Disaster Emergency in the State of New York," which allows for the extension of online board meetings through **August 13, 2022**. You may conduct your meetings virtually, hybrid or in person through **Aug 13** and may allow phone participation (and voting by phone).

The Committee on Open Government has a very handy Questions and Answers page that you can view [here](#).

Attorney Stephanie "Cole" Adams of the "Ask the Lawyer" service created a [chart and checklist](#) for boards, as well as sample resolutions for boards to use in creating policies on what "extraordinary circumstances" means for your board.

Please read the Committee on Open Government Questions and Answer page and the document from Stephanie Adams. If you have questions, please contact us. We're happy to assist you and your board. We'll also make you aware of any changes throughout the year.



Summer Reading Season Starts

Summer may have officially started June 21, but many of our libraries start planning their Summer Reading programs in January! A sure sign of the warmer months, these events and activities bring communities together while supporting learning and literacy for all ages.

[Summer Reading at New York Libraries](#) is a rich resource for ideas, partnerships, and more. Libraries are asked to collect participation and other data for New York State on the Summer Reading Evaluation survey. Some of this info is also used on your library's Annual Report.

What's happening at your library this summer?



FLLS Trustee Resources Webpage

Have a question about Robert's Rules of Order? Thinking about seeking sustainable funding through a referendum? How about personnel questions? There's a lot to know being a trustee. But you are never alone.

Bookmark the updated [FLLS Trustee Resources webpage](#) for quick, reliable info on many topics of interest and importance to trustees.

And of course, you can always reach out to us with your specific questions.

Thank you for your commitment to your library and your community.

Minimum Standards Minute: No. 11 Access to Information

Pop Quiz: What's the phone number of your library? When's the next Board meeting? As a trustee these answers may come easy. But how about for the members of your service area?

Because libraries provide key services for their communities, it is critical that the public be able to easily locate that and other information about their library.

Public Library Minimum Standard No. 11

requires your library to provide access to current library information in print and online. And for good reason. In addition to being part of good public relations, up-to-date online and print information about your library provides transparency and accountability.

The New York State Library's [Helpful Information for Meeting Minimum Standards](#) provides some background and tips on what information you should provide and how your library can meet these requirements.

If you have questions, or are unable to meet a minimum standard, reach out to Sarah sglogowski@flls.org or Heidi heckerson@flls.org.



The popular Trustee Handbook Book Club is on break till the fall but you can still catch the episodes [here](#)