

SAILS Board Officers Meeting-phone conference via ReadyTalk

April 13, 2011
Meeting Minutes

In attendance: Robin Glasser (Norfolk), Beth Roll Smith (West Bridgewater), Carole Julius (Carver), Deborah Wall (Pembroke), Debby Conrad (SAILS).

The meeting was **called to Order** by Robin Glasser at 10:09 a.m.

Roll call announced by Debby Conrad to be just Officers, listed above.

Treasurer's report. The warrant 10.10.11 was read by Debby Conrad. Motion to accept by Carole Julius; seconded by Beth Roll Smith. So voted.

Debby Conrad discussed the **FY11 reports**, and we are exactly where we were a year ago. We have just started to pull ahead, which Debby expected and wanted.

Committee Reports

Personnel: Debby Conrad, Laurie Lessner and Deborah Wall interviewed two candidates, both with strong but different skills. Benjamin Phinney was the unanimous choice. He has worked a variety of position in Borders Bookstores and is attending Drexel online for a Master in Library Science. Debby hopes he can grow into the Member Services position SAILS originated wanted but he will be started part-time. He has accepted and starts April 25.

PUBPAC Committee: Debby stated that the committee had lost a lot of members and needed to reflect the membership better. So, new people have been added: Carrie Tucker (East Bridgewater High School), Kathleen Port (Foxborough High School), Robert Rezendes (Bristol Community College_) and Geoffrey Dickinson (New Bedford Free Public Library.) The next meeting is May 3rd at 2 p.m. by teleconference.

Debby met with III and they are willing to negotiate costs if we do a three year contract. We would need an "out" if the product just didn't work for us. A questionnaire was sent to them and they will respond by next week. EBSCO has a product called Discovery which sounds interesting so they have a similar questionnaire. The responses will be going to the Committee. The upgrade to the new iBistro will now move forward since both products allow a "classic: catalog under their interface.

Old Business

Library Elf. Only 636 patrons signed up so far. Staff needs to sign up and promote it. This would resolve some patron issues about whether or not they received notice. The company is a dream to work with and there has been no problem. Staff just needs to promote it.

New Business

Miranda Creative Project. There will be three free standing, easy to fold displays. Along with SAILS information, there will be an area for the Library specific information in the display. These will be ready next fall. The company has done a lot of work with libraries. Debby said it will hopefully meet the intent of what was discussed at last year's Strategic Planning Meeting.

Our regular SIRSI Dynix sales rep (Kate) has left SIRSI. The new rep is someone we've worked with in the past. Debby doesn't think it will be much of an issue since there are no new purchases planned with SIRSI.

Mailers: Debby is looking at solutions to the complaints about the carbon mailers. SAILS produces 150,000 notices a year and the current printer is 12 years old. She has a price on a very fast printer, and is going to sample a "u-seal" one

part mailer. There is more room for information, and it would meet the Postal requirements. SAILS could also provide stock at a library that has its own laser printer. Robin said Norfolk prints their own notices. Debby will continue to research and come back with a recommendation. The current printer can still be used for green-bar and some other reports.

Web-hosting services. SAILS charges very little to host a library's website but there are costs to SAILS for the service. SAILS needs a policy stating a library must give SAILS a year's notice before dropping the service. They could drop it if they wanted, but they would pay for the fiscal year. All agreed it was a good idea.

Next week Kristin is at a conference in Phoenix, Laurie and Jorge are on vacation and Claudette had a death in the family. So, there will be only Debby and Jen.

The new Workflows release was just installed on the test server. We may be looking at the end of June for it to go live.

Danielle Bowker (Middleboro) joined the meeting to discuss the STENA DVD storage. She said there is much room for human error, especially if two patrons have a stack of DVDs. They slow down the work. Also, the price would have to come down quite a bit; they'd need at least 10 for instance. Not too many people have come by to see it.

Motion to adjourn made by Beth at 10:36 a.m., Robin seconded and all agreed.