

SAILS MEMBERSHIP MEETING

547 West Grove Street, Middleborough Massachusetts 02346

AUGUST 19, 2009

10 A.M.

In attendance: William Schneller (Berkley); Sainath Chinnaswamy (BCC) Carole Julius (Carver); Dolores Tansey (Dartmouth); Carrie Tucker (East Bridgewater Schools); Laurel Clark (Fall River); Jerry Cirillo (Foxboro); Nancy Cappellini(Hanson); Olivia Melo (Lakeville); Janet Campbell (Mansfield) Susan Pizzolato (Mattapoisett) Danielle Bowker (Middleboro); Stephen Fulchino (New Bedford); Robin Glasser (Norfolk); Elaine Jackson (Norton); Deborah Wall (Pembroke); Debbie Batson (Plympton); Eden Ferguson (Raynham); Gail Roberts (Rochester); Bonnie Mendes (Somerset); Marcia Griswold (Wareham) Deborah Conrad, Laurie Lessner, Kristin Slater, (SAILS).

Call to Order – Vice President Robin Glasser (Norton, called the meeting to order at 10:10 A.M.

Roll call – Secretary, Bonnie Mendes (Somerset), conducted the roll call.

Minutes - a motion was made by Danielle Bowker (Middleboro) to approve the minutes of the July 8, 2009 meeting as presented. Olivia Melo (Lakeville) seconded the motion. Minutes were approved unanimously.

FY10 Treasurer's Report – Treasurer Carole Julius (Carver) made a motion to approve the warrant 02.10.10 as presented. Seconded by Stephen Fulchino (New Bedford). Motion was approved unanimously.

Deborah Conrad (SAILS) reviewed FY10 financial reports with the board. She explained the use of credit cards in order for award points. An analysis of the financial report does indicate the expected 5% less in assessments this FY.

She also discussed an upcoming meeting with the investment team at Rockland Trust and an invitation for them to return in September with their non-profit investment advisors to do some planning regarding our investments. D. Conrad stated that we certainly can work with both Eastern Bank and Rockland Trust for our banking and investment needs and it would be financially prudent to look at options for a better return in investments. She mentioned some of the possibilities, but will report after the September meeting with Rockland.

Old Business

Laurie Lessner (SAILS) reported on the status of the SoPac project. Logo concepts were presented. Color pallet will stay the same and the basic theme will stay the same, but comments are welcomed regarding design changes. Discussion ensued regarding the suggested logo ideas. L.Lessner will take our suggestions back to the design team.

D.Conrad reported that a “kick off” meeting between Craftyspace and SAILS staff took place via a conference call. Two projects are going on simultaneously. One is the website design with 4 themes including academic, public and youth websites. The other project is the work of the programmer with SAILS staff on a list of functions that we require, using the test server as the catalyst to begin the process. Priorities will be set. D. Conrad reports that the progress on the SoPac is good.

D. Conrad reported on the status of migration to Comcast. The proposal was to try this option at two sites, work out the kinks, a time-frame and budget and have it completed by the first quarter of 2010. She explained the process and the importance of security issues, the use of servers, etc. She will keep us apprised of the progress.

New Business

L. Lessner (SAILS) demonstrated Family Cards (User Groups) on the WorkFlows test server. Possible launch in October. Training will take place at the next circulation meeting; however, virtual training will also be available. The circ policy committee will be discussing guidelines, etc. This is an optional feature for each library. It is set up for patron privacy in iBistro. Each family member will have separate cards and profiles, but it ties them together as group members. There are a lot of options available for customization. Discussion on the various options and it was noted that it may be useful for Group Homes, day care facilities, etc. Nice feature-- bills can be paid in one shot.

D. Conrad has been serving on the Statewide Ergonomics Committee for the past year. Each region will be holding workshops on the ergonomics of delivery and SAILS will be combining this workshop with the September 22, 2009 Circulation meeting. The focus on how to protect your staff with delivery issues, the work flow, etc. In a related matter L. Lessner reported that the statewide automated sorting is still in the review process. Seventeen RFIs were received and are under review

Question arose regarding holds, and whether any libraries charge for not picking up holds? Fall River charges \$1.00. D.Conrad explained that a bill must be generated; there is no report of this on WorkFlows. SAILS can add a generic message on the email notification that patrons may be charged for not picking up holds.

Digital Bookmobile visits the Lakeville Public Library on Saturday, Sept, 19, 2009. This will be widely publicized in print and through radio and television.

Executive Director's Report

D. Conrad reported that Ready Talk will be used for more training online for both live workshops and recorded for later viewing. This should help elevate the travel issues many libraries are experiencing because of budget cuts. Many topics to be included.

Other:

Olivia Melo (Lakeville) asked about experiences with on line registration.

Bonne Mendes (Somerset) stated that she just finished an online technology class at the University of Illinois – Champaign/Urbana and wanted everyone to know that from the comments of other Directors around the country, we are extremely fortunate to have SAILS dealing with so many of our technology needs. We tend to take it for granted that the services will be there, but in other parts of the country they have to deal with all of it.

The meeting was adjourned at 11:15 AM and a presentation of iTiva Messaging for Libraries by Sean Young was conducted. <http://www.talkingtech.com/i-tiva/message/>

Respectfully submitted,

Bonnie Mendes (Somerset), Secretary