

SAILS MEMBERSHIP MEETING

Teleconference

February 16, 2011

10 A.M.

In attendance: William Schneller (Berkley), Carole Julius (Carver), Carrie Tucker (East Bridgewater Schools), Paula Cullen (Fall River Public Library), Olivia Melo (Lakeville), Susan Pizzolato (Mattapoisett), Danielle Bowker (Middleborough), Robin Glasser (Norfolk), Deborah Wall (Pembroke), Debbie Batson (Plympton), Beth Roll Smith (West Bridgewater), Debby Conrad and Laurie Lessner

Call to Order by Robin Glasser at 10:03 .

Roll call conducted by Deborah Wall

Approval of minutes of preceding meeting, moved by Olivia Melo, seconded by Carole Julius.

FY11 Treasurer's Report. Read by Debby. Motion to accept report and Warrant 08.1.11 by Carole Julius, seconded by Danielle Bowker, and voted.

FY11 financial reports. Debby said that we probably need to move money to Overdrive. Everything looks fine and we are exactly where we were last year. All going according to plan. Carrie asked about Overdrive and schools. Now they can use any Guttenberg titles. Debby needs a policy for the schools that she doesn't have yet.

Committee Report

Planning Committee. (Debby) The Guaranteed Services Levels were presented. These detail what SAILS does and what members' requirements are. For instance, SAILS is not responsible for Comcast, can only call them. The document does not name vendors to be able to last for awhile without updating. They will be in front of strategic plan and can be posted on website. Vote to accept: moved by Beth Roll Smith, seconded by Carrie Tucker. Approved.

Personnel Committee. (Debby) Handbook is not done yet; the attorney is revising and cleaning up the language for better legal footing. It will be presented at March meeting.

The FY12 health insurance rates are not in yet. Debby received a proposal for a 22% increase and is looking for new quotes. The plan expires 3/25 but can get extended. Only 2 employees involved and so there is not a lot of difference due to few subscribers. Debby will work with Personnel Committee.

Job Description. Debby delayed after Bob resigned. The job will not require a librarian: 4 hrs/day, good with computers, willing to do a variety of tasks, printing reports, etc. She's hoping to have someone in place by 1st of April. Danielle asked if it should be someone who knows system. Debby has a very specific job in mind, will post on website. They must know MS Office, email, etc. No time to train in basics. There

are no benefits just paid vacation. Carrie Tucker moved to approve, seconded by Beth Roll Smith. When this is done, Debby may look for a part time bookkeeper. Might be September, after budgets etc.

Old Business

LibraryBin. (Debby) This is a good opportunity to involve patrons to help support Overdrive. They buy a title and we get a percentage. Not competing with local businesses and no effect on our partners. Carole asked if there was resistance. Debby said there seemed to be some concern. Okay to try something and see how it works. Danielle said we could market it right. Debby gets requests to “donate” ebooks which can’t be done. This would be great if it’s popular.

Movie Licensing USA group discount. This has been time consuming for Debby, she won’t do a group discount like this again. It’s hard to chase people down for an answer. Directors’ can’t give out her name to vendors. MLS should be doing this NOT SAILS. Put pressure on them. Robin will talk to Greg about it. Robin thought it was disappointing that the Early Literacy discount failed. Carole agreed. Directors can send letters of support (that MLS do this) to Robin. The Movie Licensing will go ahead and start March 1st. Debby has no problem arranging the billing, etc., just chasing people down.

New Business

SAILS building. There are 4 more years on this lease. When ceiling started to collapse, owner came right away with engineer. Cataloging saw sagging. There were cracks over doors, lights out of place, etc. The roof and drains were cleared. The roof is meant to flex and go back, but not that much. It is the owner’s responsibility to check. Discussion about schools buildings, tough winter.

Disaster Plan. SAILS needs a disaster recovery plan. There is a plan for data but no plan on starting up off-site. Debby and Laurie are thinking about moving test server somewhere. It’s updated frequently and could be used for circ. if needed as back-up. Debby may bring in a consultant to help. Olivia will be involved with Coordinated State Emergency Preparedness plan and will send Debby anything interesting. SAILS has had flooding issues, snow, HVAC failure. No need for so much space now; there is not as many meetings and not as much staff. Can’t do anything for three years. SAILS is committed for 1 year to be space for MLS.

Executive Director’s Report –Debby has time off in March and May. On the state level there is lots of discussion about telecommunications. In the past, the way to divide telecomm. money has not benefited SAILS. Some discussion with state about ebooks, but they have no cash. Lots of talk about databases which go to bid next fall. Rob will be asking networks to contribute. Greg has talked about CWMARS allowing nonmembers to place holds. Carrie asked what that would mean for schools. In the past, schools paid a pittance and borrowed with no reciprocity. This was used by schools to not join networks. Carrie said that weakens school libraries. LSTA at risk federally. All in all, things going pretty well.

Robin suggested adjournment. Moved by Susan Pizzolato, seconded by Beth Roll Smith. 11:06 a.m.