

SAILS Library Network
Board Meeting
SAILS Network Offices
10 Riverside Drive, Suite 102 Lakeville Ma 02347
February 19, 2014
10 A.M.

AGENDA

Libraries in attendance: Jayme Viveiros (Acushnet), Lynne Antunes (Dartmouth), Jocelyn Tavares (Dighton), Carolyn Longworth (Fairhaven), Laurie Cavanaugh (Halifax), Frank Ward (North Attleboro), Debbie Batson (Plympton), Eden Fergusson (Raynham), Gail Roberts (Rochester), Debby Conrad, Ginny Berube, and Ben Phinney (SAILS)

Call to Order – Frank Ward

Frank Ward appointed Ben Phinney as the Temporary Secretary in Nancy Cappellini's absence.

Roll call – Ben Phinney

Approval of minutes of preceding meeting

Motion to approve – Jayme Viveiros

2nd – Debbie Batson

Motion to approve was unanimous

FY14 Treasurer's Report

Warrant 08.1.14

Motion to approve – Eden Fergusson

2nd – Lynne Antunes

Motion to approve was unanimous

FY14 YTD

Committee Reports

Long Range Planning Committee – RFP for Consulting Services. Debby Conrad presented the report from the Long Range Planning Committee. The committee thinks it would be in the network's best interest to have an outside consultant work on the next long range plan to get a fresh perspective. A limit would be set on the amount the network would be willing to pay for this consultation. The RFP for consulting services was approved for distribution in early March. Debby will be posting the RFP on the MLIN job postings site, Simmons, etc. The network will be looking for a consultant in the New England area.

Old Business

SirsiDynix Ecommerce Solution - SAILS will be investigating an ecommerce solution from SirsiDynix to possibly replace SmartPay. SmartPay is costing more money than it is collecting. This SirsiDynix option would integrate with our current products and allow all the public libraries to participate. Brian Avery (Attleboro), Danielle Bowker (Middleboro) and Robin Glass (Norfolk) will be assisting Debby and Ginny evaluate this new product.

Virtual Catalog – status - Our NCIP testing for AutoGraphics is almost complete. There is only one issue that needs to be fixed and it is on AutoGraphics' end not ours. FLO expects to turn the first

batch of libraries on at the end of August. Prior to launch a group of users from the network offices will go to FLO to test both the user and staff interface.

Syndetics Facebook App - Ben Phinney demonstrated the current integration of the free Facebook App from Syndetics. The two problems that remain are integrating a hold option so the patrons can connect with the catalog and having a method available to add this tab to existing Facebook pages at the library. Jayme Viveiros suggested having a Tab in Facebook for Enterprise rather than having this App as an intermediary. The benefit of the App is that it wouldn't require the patron to leave Facebook until they wanted to place a hold.

LSTA Grant - Debby Conrad went over her grant proposal to update the telecom equipment at the libraries. SAILS is requesting funds to replace the switches at all the libraries using SAILS circuits.

Results of adding additional hold notices/overdue notices - Last month SAILS added a reminder notice for holds that goes out 48 hours before the hold expires. The current first overdue notice was modified to go out at 7 days overdue rather than the previous setting of 14 days overdue. After a month, the amount of holds expiring on the shelf decreased to 7.63%. This is the lowest it has been in 5 months. Holds being filled was also seen as being a bigger part of circ. Filled holds in the past five months were around 17% of circ. In January, this increased to be 20% of circ. The change in overdue notice showed no visible effect. This change was done primarily for customer service reasons. Many patrons had notified SAILS of being distressed when the first overdue message was already 2 weeks overdue.

Separate paperback records for best sellers – impact on holds - Holds being placed on the wrong format is still an issue. Debby asked that the board have the Committee for Responsible Cataloging look into how paperbacks are cataloged to reduce the amount of holds being placed on titles with few copies. Several board members suggested that the network treat trade paperbacks as hard cover and use separate paperback records for mass market releases.

New Business

Overdrive Children's Site - Ben Phinney demonstrated the new Kid's interface for OverDrive and our new streaming videos. The new interface is accessible from the current site. Libraries can copy the url and link directly to it. The streaming videos are very easy to use. They are accessible through one-click after borrowing. There are some compatibility issues with mobile devices. Mac and PC computers work fine. Apple devices also work fine. The problem is with Android devices. The app seems to use the device's video player and not the App to play the videos. We do not have a list of compatible and incompatible devices. We know Kindle Fire's do not currently work. With other android devices, the video will play in the browser if you run into issues. There is a button at the top of the App when viewing the video that will allow you to view in a browser. It is shaped like a sideways V with two circle on the end. Other websites use this symbol to link to sharing tools.

SirsiDynix Blue Cloud Rewards - SirsiDynix is introducing a new benefits program to entice its customers to adopt more BlueCloud products. This is only good for this year. SirsiDynix takes a percentage of our current maintenance to calculate the credit they are willing to extend to us. This credit can be used to license new BlueCloud products. SAILS might be interested in eResource Central and Mobile Circ. The SAILS credit is \$9200.

Steve Spohn (MLS) – attending May membership meet - Debby Conrad asked permission to extend an invitation to Steve Spohn from MLS to come to the May Membership Meeting to discuss the Statewide eBook project. This would give SAILS libraries a chance to ask him questions about this project.

Executive Director's Report

The New Bedford School Department agreed to continue membership for the 3 middle schools at a reduced cost in 2015. The libraries will remain closed but there is hope that will not be permanent.

The Network Consolidation Committee is meeting at 9 a.m. on Wednesday Feb. 26 at Mass Maritime. Debby can't attend but Laurie Cavanaugh said she would remotely attend. Debby is asking the SAILS president to appoint a committee to work with her in evaluating and selecting resources for SAILS in FY15. The MBLC will be holding a one day network retreat on April 4 or May 22. They would like the network administrator, board president, and one other member to attend.

Comments or questions from directors in attendance
none

Adjournment
Motion – Eden Fergusson
2nd – Jocelyn Tavares
Motion to adjourn was unanimous

Executive Director's Report

Enterprise has been upgraded, the new Youth Overdrive site is available, we have begun offering streaming videos – it has been a very busy month.

At ALA Midwinter I had an opportunity to meet with several vendors. At the March membership meeting we will have several webinars being conducted by some of those vendors. We also received quotes from Ebsco and Scholastic for different products and we are arranging for trial periods for libraries to test their products. In May I will be asking the membership to determine which if any they want to add to SAILS – Tumblebooks, Consumer Reports Online, Scholastic Book Flix or other Scholastic eBooks. As it stands now we have \$13,000 budgeted for Tumblebooks but that could be applied to another subscription in July. We are also going to be facing a shortfall in funding for Overdrive in FY15

– our demand is much higher than the \$42,000 we have budgeted for next year I would like to ask the board to appoint an advisory committee to work with me in evaluating our options for electronic content – what packages, funding formulas, etc. The goal would be to submit a recommendation in May 2014. In the meantime I am arranging for various trial periods for vendors so the member libraries have some experience with our options.

I attended a Network Administrators meeting on February 11 at the NOBLE Headquarters. This will be the last year that the MBLC will be awarding network connections grants. This means that the networks will no longer be receiving LSTA grants for hardware or software upgrades. There has been some discussion about shifting the \$200,000 in that program to an expanded Small Libraries in Networks program. Approximately 25% of the SAILS members meet the current criteria based on population alone. At the present time other than one or two libraries in the Merrimack Library network, all the recipients are from CW/Mars. I reported last month that I am now serving on a committee charged with looking at the SLIN program. Sometime later this year we will be holding focus groups for participating

The MBLC will be having a full day facilitated meeting of networks and representatives to talk about the changing landscape of funding for networks. The dates will either be April 1 or April 4 but the location has not yet been determined. I have a copy of the proposed format in your handouts today.

We have loaded the next software release on the test server and will begin testing it in early March. This release includes expanded bill payment reports and the addition of an eCommerce credit payment option for Enterprise at no additional cost. Brian Avery (Attleboro), Danielle Bowker (Middleboro), Robin Glasser (Norfolk) and Ginny Berube (SAILS) will be working with me to evaluate this product. Because this would be incorporated into our Enterprise services, this would be for all public libraries at no cost. More information will be available at the March membership meeting.

We hope to have a test of the Facebook catalog search app working by mid-April. As always, SAILS staff members will be more than busy providing services to our members.