

**Annual Meeting of SAILS, Inc.  
July 8, 2009**

In attendance: Jayme Viveiros (Acushnet); William Schneller (Berkley); Carole Julius (Carver); Dolores Tansey (Dartmouth); Jocelyn Tavares (Dighton); Manny Leite (East Bridgewater); Carrie Tucker (East Bridgewater Schools); Madeline Holt (Easton); Carolyn Longworth (Fairhaven); Laurel Clark (Fall River); Jerry Cirillo (Foxboro); Dorothy Stanley-Ballard (Freetown); Debra Dejonker-Berry (Halifax); Nancy Cappellini (Hanson); Danielle Bowker (Middleboro); Stephen Fulchino (New Bedford); Robin Glasser (Norfolk); Elaine Jackson (Norton); Deborah Wall (Pembroke); Melissa Campbell (Plainville); Debbie Batson (Plympton); Eden Ferguson (Raynham); Gail Roberts (Rochester); Bonnie Mendes (Somerset); Beth Roll Smith (West Bridgewater); Claudia Schumacher (Wrentham); Deborah Conrad, Laurie Lessner, Kristin Slater, Robert Demanche, Jennifer Michaud (SAILS)

Melissa Campbell (Plainville) called the meeting to order at 10:10 am.

Jennifer Michaud conducted the roll call.

Melissa Campbell read the notice and proof of mailing for official purposes of this annual meeting.

Danielle Bowker (Middleboro) made a motion to approve the minutes of the preceding meeting. Nancy Cappellini (Hanson) seconded the motion. The minutes were approved unanimously.

**Report of the President: Summary of FY09 Activities**

Melissa Campbell presented the summary of FY08 activities.

**Election of Officers – Nominations from the SAILS Board**

Carole Julius presented the slate of candidates for nomination to the SAILS Board.

Manuel Leite, President

Robin Glasser, Vice President/President Elect

Bonnie Mendes, Secretary

Carole Julius, Treasurer

Beth Roll Smith (West Bridgewater) then called for nominations from the board only. There were none. Carrie Tucker (East Bridgewater Schools) made a motion to approve the nominations and Debbie Batson (Plympton) seconded the motion. The nominations were approved unanimously.

**Transfer of Presidency to Manuel Leite**

Melissa Campbell then turned the meeting over to new president, Manny Leite.

**Board Resolutions**

Bonnie Mendes, as Secretary, read the Board resolution which follows below:  
**RESOLVED** that, effective as of July 8, 2009 the Officers of the SAILS corporation are hereby authorized to be signers on the corporation's checking account and

**RESOLVED** that, the officers of SAILS, Inc. are authorized to transfer funds between the corporation's savings account and checking account in order to provide funds for network expenses.

The officers hereby authorized are:

Manuel Leite, President  
Robin Glasser, Vice President/ President Elect  
Bonnie Mendes, Treasurer  
Carole Julius, Secretary

Bonnie Mendes (Somerset) made a motion to accept this resolution and Melissa Campbell seconded the motion. The resolution was accepted unanimously.

Bonnie Mendes read the Board resolution which follows below:

**RESOLVED** that, effective as of July 8, 2009, Manuel Leite, as network president is authorized to sign the FY10 Network Agreement and all other agreements between SAILS Inc. and its member libraries, including the New Bedford Free Public Library.

Bonnie Mendes made a motion to accept this resolution and Danielle Bowker seconded the motion. The resolution was accepted unanimously.

#### **FY09 Treasurer's Report: Warrant 01.2.10**

Carole Julius asked for a motion to accept the warrant as written. Robin Glasser (Norfolk) seconded the motion. The resolution was approved unanimously.

#### **FY09 Final Financial Reports**

Debby Conrad presented a summary of the reports.

#### **Old Business**

##### **Revision of FY10 Budget- Revised SirsiDynix Maintenance**

Debby Conrad told meeting members about the revised cost for SirsiDynix maintenance. SirsiDynix had originally proposed a 6% in maintenance costs (with a seven-year contract), which prompted Debby and David Slater of OCLN to write a letter explaining the dire financial situations for libraries in both networks. SirsiDynix responded with a frozen maintenance fee for the next two years, which will save SAILS around \$9000 this year and even more in the next year. Debby has modified the budget accordingly and the SAILS staff (except Debby) began receiving their salary step increases as of July 1, with Debby's step increase to begin in January.

Manny Leite made a motion to approve the revised FY10 budget. Nancy Cappellini seconded the motion. The revised FY10 budget was approved unanimously.

#### **Network Administrators Meeting and Statewide Planning Efforts**

Melissa Campbell, Debby Conrad and Laurie Lessner attended this meeting in June that included network administrators, network presidents and MBLC members. The meeting focused on broadband access to the western part of the state, but there are no plans to establish a statewide broadband agency to which all libraries would be forced to subscribe. The discussion at this meeting to consolidate the networks with the regions met with resounding disapproval among network presidents who want the networks to be left alone.

Debby thinks that there could be significant changes at the regional levels and with the services that libraries get from the library of last recourse (Boston).

### **Craftyspace Agreement for SoPac**

Debby Conrad said that the agreement with Craftyspace should be finalized by the end of July. Laurie Lessner talked about the point she is at now in discussions toward this final agreement which will give SAILS a new public website with four different interfaces. BCC and MMA will each have their own versions and there will be a K-8 version along with the general public website. Laurie is currently working with them to figure out how long it will take for installation, the features that SAILS wants as part of the online catalog, and prioritizing the various aspects of the project. Once the final agreement is signed by Manny Leite, SAILS will send them a check and the first phase will begin with the website.

### **New Business**

#### **Southeast Regional School Membership**

The Southeast Regional School in Easton, a vocational technical school, has applied for membership to SAILS. Debby Conrad needed a vote to accept this school as a new member of SAILS. Manny Leite made a motion to accept Southeast Regional School as a member of SAILS. Carrie Tucker seconded this motion. The vote was unanimous.

#### **Voice Notification**

Debby Conrad announced that SirsiDynix now has a voice notification product that works for a consortia. Debby believes that this could be a way to reduce postage, printing and staff costs to libraries. This product could be used for both holds and overdue notifications. There will be demo of this product in August and, if libraries vote for this product, it could be in place by late fall. This would be an opt-in service.

#### **Cutover for Comcast**

Debby Conrad told the meeting that her goal is to completely eliminate the Verizon-wide lines in the network within the next twelve months and replace them with Comcast business class lines. This changeover should save the network \$15,000 per month, before E-rate. The contract with Comcast is for two years and will not only result in significant cost savings, but will also allow for greater flexibility. The plan is to use the existing telecomm equipment and swap out the router and install a firewall. There will be no VPNs on library computers, but each computer will have data encryption. Easton will be the first library in this switch-over when the new library is opened at the end of August.

#### **Other**

Debby Conrad handed out the meeting schedule for FY10.  
Meeting members introduced themselves to one another.

## **Executive Director's Report**

### **Adjournment**

Bonnie Mendes made a motion to adjourn the meeting. Melissa Campbell seconded that motion. The meeting was adjourned at 11:10am.

An overview of the ARIS reports was presented after the conclusion of the annual meeting.