

**Annual Meeting of SAILS, Inc.**  
**July 14, 2010**

**In attendance:** William Schneller (Berkley); Sean Daley (Bridgewater); Carole Julius (Carver); Jennifer Inglis (Dartmouth); Manny Leite (East Bridgewater); Carrie Tucker (East Bridgewater Schools); Madeline Holt (Easton); Paula C. Cullen (Fall River); Jerry Cirillo (Foxboro); Debra Dejonker-Berry (Halifax); Nancy Cappellini (Hanson); Olivia Mello (Lakeville); Danielle Bowker (Middleboro); Stephen Fulchino (New Bedford); Robin Glasser (Norfolk); Frank Ward (North Attleboro); Deborah Wall (Pembroke); Debbie Batson (Plympton); Eden Ferguson (Raynham); Gail Roberts (Rochester); Sharon St. Hilaire (Seekonk); Beth Roll Smith (West Bridgewater); Sue Branco (Westport); Deborah Conrad, Laurie Lessner, Kristin Slater, Jennifer Michaud (SAILS)

**Call to order** – Manny Leite (East Bridgewater) called the meeting to order at 10:12 am.

**Roll call** - Jennifer Michaud conducted the roll call.

Manny Leite (East Bridgewater) said that the notice and proof of mailing for official purposes of this annual meeting have been posted.

**Minutes** – Frank Ward (North Attleboro) made a motion to approve the minutes of the preceding meeting. Eden Ferguson (Raynham) seconded the motion. The minutes were approved unanimously.

**Report of the President: Summary of FY10 Activities**

Manny Leite (East Bridgewater) presented the summary of FY10 activities both with a handout and video presentation that he has posted to YouTube.

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

Carole Julius (Carver) made a motion to approve the election of William Schneller (Berkley) to the SAILS Board for a 3-year term to begin 7/1/2010, to represent libraries under 10,000. Beth Roll Smith (West Bridgewater) seconded the motion. The election was approved unanimously.

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

Robin Glasser (Norfolk), President  
Beth Roll Smith (West Bridgewater), Vice President/President Elect  
Deborah Wall (Pembroke), Secretary  
Carole Julius (Carver), Treasurer

Carole Julius (Carver) made a motion to approve the nominations and Olivia Mello (Lakeville) seconded the motion. The nominations were approved unanimously.

**Transfer of Presidency to Robin Glasser**

Manny Leite then turned the meeting over to new president, Robin Glasser (Norfolk).

**Bard Resolutions**

Deborah Wall (Pembroke) read the Board Resolution authorizing officers to sign checks which follows below:

**SAILS, Inc.  
BOARD OF SAILS INC.  
RESOLUTION**

**RESOLVED** that, effective as of July 14, 2010 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:

President: Robin Glasser

Vice President : Beth Smith

Treasurer : Carole Julius

Secretary: Deborah Wall

Deborah Wall (Pembroke) made a motion to accept this resolution. Beth Roll Smith (West Bridgewater) seconded the motion. The resolution was approved unanimously.

Deborah Wall (Pembroke) read the Board Resolution (with an amendment to include the date of the meeting) authorizing Robin Glasser (Norfolk) to sign Network Agreements which follows below:

**SAILS, Inc.  
BOARD OF SAILS INC.  
RESOLUTION**

**RESOLVED** that, effective as of July 14, 2010, that Robin Glasser, as network president, is authorized to sign the FY11 Network Agreement and all other agreements between S.A.I.L.S. Inc. and its member libraries, including the New Bedford Free Public Library.

Manny Leite made a motion to accept this resolution (with the amendment for the meeting's date). Paula C. Cullen (Fall River) seconded the motion. The resolution was approved unanimously.

**FY10 Treasurer's Report: Warrant 01.1.11**

Carole Julius (Carver) asked for a motion to accept the warrant as written. Manny Leite (East Bridgewater) seconded the motion. The resolution was approved unanimously.

**FY10 Final Financial Reports**

Debby Conrad presented a summary of the reports.

**Old Business**

**Revision of FY11 Budget – Transferring Unspent Account #6000 to FY11 #6000 (Cataloging)**

Debby Conrad explained the need to transfer unspent account #6000 to FY11 #6000 for the cataloging center was due to the last payment that needed to be made to OCLC. This payment was not able to be made before the end of FY10. Danielle Bowker (Middleboro) made a motion to approve this revision of the FY 11 budget. Frank Ward (North Attleboro) seconded the motion. The revision was approved unanimously

**LSTA grant award**

SAILS was granted \$39,000 to replace both the production and test servers. This replacement will likely occur during the end of December 2010. This server will not be purchased through SirsiDynix, but CDW. SAILS generally uses its servers for at least 5 years.

**Status of SoPac Grant**

SAILS was granted \$47,000 for SoPac. The SoPac server is in place and almost all the libraries' content has been entered. Kiosk mode is working and plans are in place for steps in the development process. Debby Conrad anticipates showing SoPac to the PubPac Committee meeting in August. The deadline date for completion of development and installation is September 30, 2010. Debby Conrad will keep members updated on its progress.

**New Business**

**Appointment of Committees by SAILS President**

Kristin Slater wanted to make a change to the Cataloging Policy Committee and remove Sue Olsen's (Hanson) name from the committee. Debby Conrad said she will e-mail a request for volunteers for the Strategic Committee next week.

**Approval of FY 11 Meeting Schedule**

**SirsiDynix Proposal for Maintenance**

SAILS is in its last year of a maintenance agreement with SirsiDynix that has seen no cost increases in FY10 or FY11. Debby Conrad discussed the option of signing a 6 year agreement that would begin with FY12 with a fixed 3% increase per year and a free Universal Sip2 license. If SAILS goes in to FY12 without a long-term agreement, we are looking at a potential 7 1/2% increase in maintenance fee costs. SirsiDynix has agreed to a clause that Debby insisted on having with the agreement, stating that if SAILS ceases to exist that the new organization would not be responsible for any years left on the agreement or if SAILS folded, its assets could not be used to pay off the remaining debt. If SAILS does not go with this agreement, we are looking at a definite increase of 4 1/2-5% in costs along with the money to purchase a Sip2 license (list price: \$32,000). This agreement does not need to be signed until September. If anyone has more thoughts about it, you can e-mail Debby ([dconrad@sailsinc.org](mailto:dconrad@sailsinc.org)).

### **Collaboration Grant**

Sharon St. Hilaire discussed the option of SAILS applying for the Collaboration Grant which would award the winner with \$250,000. This grant is awarded yearly to nonprofit organizations that have demonstrated their efforts have made a large impact through collaboration among two or more groups. Debby Conrad thought that this money could be used for creating ADA-compliant workstations at member libraries, including schools. Debby is interested in applying for this year's award and will pursue it further.

### **MLS Use of SAILS Meeting Room**

SAILS accepted 6 computers from the SEMLS training lab with the condition that during the first year that these computer be made available to MLS (Massachusetts Library System) for training. After this first year, SAILS is free to use the computers for any purpose. There may be MLS training in the SAILS meeting room as early as the end of this month.

### **Executive Director's Report**

Debby Conrad presented a summary of her report, including an update on EnvisionWare's self-check workstation. The self-check workstation costs just under \$2000 and can be bundled with any other EnvisionWare product your library may already have. Seekonk will begin testing this workstation next week through the end of August. It is very simple to use and only requires a scanner. There will be a demonstration of this product at the August membership meeting.

### **Adjournment**

The meeting was adjourned by the president, Robin Glasser. The meeting was adjourned at 11:45 am.