

SAILS Library Network

Annual Meeting

Southworth Library, Dartmouth MA

June 17, 2015

Reading of the Official Notice

Call to order – 10:10 a.m. by President Lynne Antunes

Roll call:

Dina Brasseur (Acushnet), Bill Schneller (Berkley), Bob Rezendes (Bristol Community College), Lynne Antunes (Dartmouth), Jocelyn Tavares (Dighton), Manny Leite (East Bridgewater), Uma Hiremath (Easton), Carolyn Longworth (Fairhaven), Laurel Clark (Fall River), Jerry Cirillo (Foxborough), Dorothy Stanley-Ballard (Freetown), Laurie Cavanaugh (Halifax), Nancy Cappellini (Hanson), Olivia Melo (Lakeville and New Bedford), Catherine Coyne (Mansfield), Libby O'Neill (Marion), Susan Berteaux (Massachusetts Maritime Academy), Danielle Bowker (Middleborough), Robin Glasser (Norfolk), Frank Ward (North Attleborough), Melissa Campbell (Plainville), Debbie Batson (Plympton), Eden Fergusson (Raynham), Gail Roberts (Rochester), Peter Fuller (Seekonk), Bonnie Mendes (Somerset), Beth Smith (West Bridgewater), Sue Branco (Westport)

Approval of Minutes

Motion to approve of minutes, May 20, 2015 by Robin Glasser. Second by Frank Ward. Approved.

President's Report – Lynne Antunes

Nominating Committee Report

Motion to appoint Nancy Cappellini (Hanson) to complete the term of the Plymouth County Representative vacated by the retirement of Denise Medeiros by Melissa Campbell. Second by Robin Glasser. Approved.

Election of Incoming Board Members

There were no nominations from the floor so there was a single ballot cast.

Candidates for FY16-18 SAILS Board

Representing Academic members – Robert Rezendes (Bristol Community College)

Representing K-12 members – Carrie Tucker (East Bridgewater Jr/Sr High School)

Representing libraries over 25,000 – Laurel Clark (Fall River)

Representing libraries over 25,000 – Olivia Melo (New Bedford)

Representing libraries under 10,000 – Debbie Batson (Plympton)

One year term – Debbie Wall (Pembroke)

Representing libraries in Plymouth County - Two year term – Nancy Cappellini

Election of FY16 Officers

Motion to elect Manny Leite (East Bridgewater) as Vice President/President Elect, Bonnie Mendes (Somerset) as Secretary, and Carole Julius (Carver) as Treasurer by Melissa Campbell. Second by Catherine Coyne. Motion approved.

Transfer of Presidency from Lynne Antunes to Melissa Campbell

Corporate Resolution

RESOLVED that, effective as of July 01, 2015 that Melissa Campbell, as network president, is authorized to sign the FY16 Network Agreement and all other agreements between S.A.I.L.S. Inc. and its member libraries, including the New Bedford Free Public Library. – Bonnie Mendes. Second Frank Ward. Approved.

FY15 Treasurer’s Report

Motion to approve Warrant 12.1.5 – Melissa Campbell. Second Beth Smith. Approved

FY15 YTD Reports & Report on SAILS Investments

Debby Conrad presented the YTD Fiscal reports and reviewed the Network Investment Portfolio.

Committee Reports

The Personnel Committee completed an evaluation of the Executive Directors performance. The Committee is recommending a 4% increase to her salary in FY16.

Motion to accept the Personnel Committee’s recommendation – Melissa Campbell. Second – Frank Ward. Approved.

Old Business

Commonwealth Catalog – tested successfully. Training has been held. It is now live for staff and public. There are a few quirks in the system many of which will be resolved in the next release of the software. There have been issues around items being received for patrons who have already hit their limit of holds but there is a workaround to that. Statistics will be reports in the same fashion as the Virtual Catalog but network staff isn't able to see the detailed usage of the system without logging into each library's account so there isn't a good way to tell how many requests are being filled. Etc.

New Business

Technology Plan – Debby Conrad presented and overview of the 2016-2018 Technology Plan.

Motion to adopt the 2016-2018 Technology Plan – Beth Smith. Second Bonnie Mendes. Approved.

Clearing Allcharges history from patron record via user category – referred to Circulation Policy Committee for study. A recommendation should be made this fall.

Committee Appointments – will be confirmed via email by Melissa Campbell in July

ARIS Statistics – Data for public libraries to use completing the ARIS will be distributed by July 15. Academic and K-12 libraries will receive summary statistics for FY15. Discussion about reconfiguring the Item Categories to make it easier to produce and compile statistics. Also some discussion about some of the new data elements that are supposed to be completed. Jayme Viveiros gave a brief report on the work of the State Aid Review Committee.

Executive Director's Report

Congratulations to the Retiring Directors – Melissa Campbell

Motion to Adjourn – Frank Ward. Second – Laurel Clark. Adjourned at 11:40 a.m.

Respectfully Submitted

Debby Conrad, Secretary Pro Tem