

SAILS Membership Meeting
May 17, 2006

The meeting was held in the newly opened, spacious, and beautiful Lakeville Public Library.

Roll Call: Attleboro PL, Walter Stitt; Berkley PL, Bridgewater PL, Betty Gregg; Bill Schneller; Carver PL, Carole Julius; Dartmouth PL, Denise Medeiros; Dighton PL, Ann Rust; East Bridgewater PL, Jane Finlay; Easton-Ames, Annalee Bundy; Fairhaven-Millicent, Carolyn Longworth; Fall River, Keith Stavely; Foxboro-Boyden, Jerry Cirillo; Halifax-Holmes, Lakeville, Theresa Mirren; Lakeville, Elizabeth Randall; Hanson, Nancy Cappellini; Mansfield PL, Janet Campbell; Marion-Elizabeth Taber, Judith Kleven; Middleborough PL, Danielle Bowker; North Attleborough-Richards, Frank Ward; Norton PL, Elaine Jackson; Plainville PL, Melissa Campbell; Plympton PL, Debra Batson; Rochester-Plumb, Olivia Melo; Seekonk, Sharon St. Hilaire; Somerset PL, Sally Evans; West Bridgewater PL, Beth Roll Smith; Westport PL, Susan Branco

N. B. I have e-mailed Betty Gregg: I thought I saw her but she isn't on the roll call list, also, was Donna there for Lakeville or was it Theresa?

Minutes of the meeting of March 15, 2006: Annalee Bundy moved and Elaine Jackson seconded, the motion carried.

Treasurer's Report: Danielle Bowker moved and Jane Finlay seconded, the motion carried.

Year to date report, Debby Conrad: Several Line Item Transfers will be necessary. Telecom, Cataloguing Supplies, and Sirsi maintenance were underspent; there will be deficits in Utilities, the audit, trash removal, travel, dues, and the common area maintenance portion of the rent. Debby Conrad also requested a new e-mail server that had not been in the budget.

Nancy Cappellini moved and Debra Batson seconded the changes, the motion carried.

Personnel Committee: A change was proposed to the job description for Systems Librarian I: Danielle Bowker moved and Olivia Medeiros seconded, the change carried.

A Conflict of Interest Policy for SAILS staff was discussed. The text of this is available from the SAILS office. Danielle Bowker moved and Melissa Campbell seconded the policy. The motion carried.

The Budget for FY 2007 was discussed. Negotiations are ongoing with cataloguing support vendors and this line will remain unfunded at this time. Everything else in the budget remains as it was presented earlier. Nancy Cappellini moved and Jane Finlay seconded the budget. The budget carried.

Nominating Committee: On behalf of the Committee Carole Julius proposed the following: Susan Berteaux, Massachusetts Maritime Academy, Academic Library; Denise Medeiros, Dartmouth PL, Municipalities of 25,000+ population, Terry Coish, New Bedford PL, Municipalities of 25,000+ population; Victoria Dawson, Assonet PL, Municipalities of fewer than 10,000 population; Melissa Campbell, Plainville PL, Norfolk County.

Old Business:

Sirsi GL 3.1 will be installed and tested by Sirsi in July. There are many enhancements. The release will be timed for the least disruption. Training will be made available before the release goes live.

There is no legislative update.

New Business:

An insurance audit was conducted upon the advice of SAILS' bank, Eastern Bank. New products were discussed that represent an improvement over current coverage. More discussion will take place on this subject in June. Danielle Bowker moved and both Janet Campbell and Olivia Melo seconded the change in coverage. The motion carried.

Subfield Z was discussed. A policy requiring uniform terminology in this line to allow for easier use by patrons was demonstrated and discussed. Olivia Melo moved and Carole Julius seconded the change. The motion carried.

Sally Evans moved and Danielle Bowker seconded a change in the number of pieces note in circulation. The motion carried.

Debby Conrad proposed a new phone system for the SAILS office. Nancy Cappellini moved and Sally Evans seconded the expense. The motion carried.

The situation of the membership of the Norfolk School System Libraries was discussed.

Debby Conrad made an announcement regarding enrollment for PC support. The fee is a base of \$500.00 per year and \$60.00 per computer.

Director's Report: Incorrect e-mail addresses are responsible for bringing the system down. Everyone must make sure that e-mail addresses are correct. There has been no word as of yet on the LSTA application. Melissa Campbell is organizing a clearing house for summer programs.

Janet Campbell moved and Olivia Melo seconded adjournment. The motion carried.

Respectfully submitted,

Frank Ward
North Attleborough