

## SAILS BOARD MEETING November 16, 2011

**Present:** Walter Stitt (Attleboro), Robert Rezendes (Bristol Community College), Carole Julius (Carver), Jocelyn Tavares (Dighton), Paula Costa Cullen (Fall River), Carolyn Longworth (Fairhaven), Debra DeJonker-Berry (Halifax), Nancy Cappelini (Hanson), Janet Campbell (Mansfield), Susan Pizzolato (Mattapoisett), Danielle Bowker (Middleboro), Stephen Fulchino (New Bedford), Robin Glasser (Norfolk), Deborah Wall (Pembroke), Eden Fergusson (Raynham), Beth Roll Smith (West Bridgewater). Debby Conrad, Laurie Lessner, Ben Phinney (SAILS).

### **Call to Order**

President Beth Smith called the meeting to order at 10:00 AM.

### **Roll Call**

Secretary Eden Fergusson conducted the roll call.

### **Approval of Minutes**

Carole Julius (Carver) made a motion to approve the minutes of the previous meeting. Susan Pizzolato (Mattapoisett) seconded. The minutes were approved unanimously.

### **Treasurer's Report: Warrant 02.1.12**

Robin Glasser (Norfolk) moved to accept the warrant. Deborah Wall (Pembroke) seconded. The motion was accepted.

### **FY12 Treasurer's Report**

Debby briefly reported that our current financial situation was good, noting that expenditures were running at a rate similar to past years.

### **Committee Reports**

- Voice Notification Committee: Debby reported that evaluation is continuing on the Sirsi product. Data from members has been collected and will be given to Sirsi. The committee will consult with 4 large consortia that are currently using the system. The Committee's final recommendation will come at the January meeting.
- New Technology Advisory Committee: Debby is in the process of writing a 3 year technology plan. Jorj is making an inventory of PC Support computers in system libraries. The inventory will be collected in Tech Atlas, and members will receive a copy. There will be a Technology Plan survey sometime after Thanksgiving asking what other technology libraries currently have and what they plan to add. This will give SAILS the opportunity to plan for support, group purchases, etc. BookMyne Mobile App is still being tested, and is working well with both the Android and iPhone. Tablet computers for staff use will be tested in the 3<sup>rd</sup> quarter of FY12. The idea is to free staff to work with patrons on the floor rather than from behind the desk. Volunteers are needed for testing. Debby recommended that the membership replace the current SAILS email system, World Client, with the free Google email service for non-profits. Google offers more storage, the ability to use Google documents and Google calendar and is universally accessible. Volunteers are needed to test the system. CLAIMS did testing and was very pleased with it. SAILS emails can be migrated to Google. Discussion followed. Google e-mail would be implemented before the end of the fiscal year. Debby will file non-profit documents with Google to qualify.

### **Old Business**

- e-catalog launch: In response to patrons having difficulty in placing holds in the new e-catalog, Debby recommended that member libraries advise their patrons to upgrade their browsers to the latest version. Running an older browser is a security risk and not advisable. Laurie presented Google Analytics statistics showing use of the e-catalog. Statistics showed that the majority of users have IE8. Library Thing for Libraries statistics indicate that people are using the added

content. In 3 months SAILS will survey patrons to ask for comments and to get feedback on the e-catalog. Discussion followed.

- Digital Commonwealth Project: There are currently 3 SAILS libraries participating in the Digital Project: West Bridgewater (postcards), East Bridgewater (yearbooks), Wrentham (documents). SAILS will work to create cataloging and meta data. If you have a project, please let SAILS know.
- Wiki: Ben will conduct a Wiki training session for all interested staff on Monday, November 21. He encouraged members to enter data in the Wiki. Debby advised that a Bulletin Board function will be added at a later date.
- OverDrive collection: Debby discussed problems with OverDrive circulation statistics for November and advised that Overdrive is working to furnish correct stats. She also informed the membership that with the addition of Kindle books, OverDrive use has been consistently higher than before. Discussion followed.
- Login to e-catalog: Laurie led a discussion about My Account being used as the landing page at login to e-catalog. She informed the members that they can choose Home as the landing page as well. The suggestion was made to add the term "Search" to the Home button so that it would appear "Home/Search" on the My Account page to assist users. Laurie informed members that a mobile phone version of e-catalog is now available and works well.

### **New Business**

- RFI for SAILS website: Debby requested that the members approve an RFI to further development of a SAILS basic redesign for new website. Robin Glasser (Norfolk) moved to approve the RFI. Susan Pizzolato (Mattapoisett) seconded. The motion passed unanimously.
- Kindle policy: Members reviewed a statement on Privacy and Kindle e-books Downloads. Debby recommended that members post this on their websites. Discussion of privacy issues followed. Carole Julius (Carver) moved to accept the statement, Stephen Fulchino (New Bedford), seconded the motion. Discussion followed. The motion was approved unanimously.

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

Debby reported that the Boyden Library is moving to smaller quarters while undergoing expansion. The collection will probably not be available for holds at some point in the near future. She recognized Walter Stitt, who is retiring from the Attleboro Public Library in February. She reported that she will be interviewing for the bookkeeping position in the next several weeks. She reminded members to let her know if they were interested in purchasing a Nook ereader, available for group purchase at a discount.

### **Adjournment**

Nancy Cappelini (Hanson) moved to adjourn the meeting. Danille Bowker (Middleboro) seconded the motion. The meeting adjourned at 11:36 AM.

Respectfully submitted,  
Eden Fergusson