

Minutes of September 18, 2013  
S.A.I.L.S.Board Meeting  
Mansfield Public Library  
255 Hope St.  
Mansfield Ma. 02048

In attendance :Jamie Viveiros (Acushnet), Carol Julius (Carver ), Lynne Antunes (Dartmouth) Manuel Leite, (East Bridgewater Public), Uma Hiremath (Easton), Laurie Cavanaugh (Halifax), Nancy Cappellini, (Hanson), Elisabeth O'Neill (Marion), Stephen Fulchino,(New Bedford), Frank Ward, (North Attleboro), Deborah Wall, (Pembroke), Debbie Batson, (Plympton), Eden Fergusson, (Raynham), Gail Roberts, (Rochester).

The meeting was called to order by Frank Ward President at 10:00 a.m.

Minutes of previous meeting:

As amended;

Motion to approve Carol Julius

Motion seconded: Jamie Viveiros

Approved unanimously

Treasurer's report

Warrant 03.01.14

Motion to approve: Carol Julius

Motion seconded: Jamie Viveiros

Approved unanimously

Fy14 YTD report:

Debby Conrad noted accounts receivable the majority of the network assessments will have been received by September 30. There are a few exceptions and the libraries will be contacted Investment portfolio; individual stocks are difficult for SAILS staff to track. Debby and Ginny has a conference call with the investment team and they recommended we move to a mutual fund of common stocks. The management fee will be the same. They will do it at the end of September. There is a note that is maturing this month and it will be moved in to the fund. Return on equities running about 14%.

Fy 15 Budget Committee Preliminary Report

Budget committee met this am. Recommended a 1.5% increase for next. Year. Discussion of the need to increase funding for Overdrive which is not part of assessment but rather based on a percentage of the previous year's materials expenditures.

Salaries- recommending a 3 % increase in salaries to stay competitive with other networks. Will be looking at job titles.

Will be looking for LSTA grant to replacing telecom lines.

We will vote on budget next month.

## Old business

SAAS migration- Went smoothly considering events leading up to it. Sirsi didn't support Cisco and we would not be able to use VPN client. Debby worked with Sirsi and FTG to come up with a solution that allowed SAILS to use existing equipment and clients. Project manager and team from Sirsi were wonderful.

Frank Ward, President, speaking for the network, congratulated and thanked Debby and staff for the success of the migration

## Website hosting

We are turning the server off the week before the move; some libraries are using Enterprise for their website. E-catalog is no longer online.

## SAILS Move

Still giving away items to network libraries. Obtaining permission to get rid of Sun Servers from the MBLC since they were paid for with grant funds. You are supposed to hold for five years.

Verizon has been scheduled for Oct.10<sup>th</sup>; Staff will not be available Oct 14 through 17. Moving company on October 17<sup>th</sup>. Contact staff by email during this time.

Edit pin functionality- After discussion, Manny Leite made motion to remove the option to have patrons change pin as it creates confusion when logging into Enterprise.

Motion to approve by

Manny Leite

Debby Batson seconded

Approved unanimously

Pub Pac needs to discuss the log in on the SAILS site.

Recommendation is to go through library website to access enterprise, in order to gain exposure for individual library bit many patrons still use sailsinc.org

NCIP TESTING – Questions being addressed: How long does it take to process virtual catalog? Delivery testing in October. Virtual catalog, how long does it take to report virtual catalog?

## New Business

Motion made to accept Cardinal Spellman as a full member

Motion to approve: Nancy Cappellini

Motion seconded: Laurie Cavanaugh

Approved unanimously

Fiscal 2013 Audit- Ginny worked with auditors. Very successful.

Approve audit.

Motion to approve: Carol Julius

Motion seconded: Manny Leite

Approved unanimously

New Bedford Middle Schools Membership: staff was laid off. Libraries are presently closed. They have outstanding bills with SAILS . Debby sent letters with options- log in and have staff member running membership. Another option was to pay partial assessment and maintain membership but not use SAILS this year. The third option was to withdraw. They chose to pay a partial assessment. The revenue should cover expenses. Debby will be working with school administration in the coming year.

2013 Cosugi Consortia SIG meeting- Debby will be attending and will be driving out.

Joan Wicks from AWE will be attending the October 16 SAILS meeting to demonstrate their new tablet based product.

Discussion was held with regard to E products: online magazines, new literacy options for children regarding e-books and streaming videos.

Adjourn

Motion to adjourn: Carol Julius

Motion seconded: Eden Ferguson

Approved unanimously.

Submitted by Nancy Cappellini, Secretary