

Board Meeting

SAILS Library Network

November 14, 2018

In Attendance: Dina Brasseur (Acushnet), Uma Hiremath (Easton), Liane Verville (Fall River), Manny Leite (Foxborough), Jean Gallant (Halifax), Jayme Viveiros (Lakeville), Susan Berteaux (MMA), Olivia Melo (New Bedford), Lee Parker (Norton), Debbie Wall (Pembroke), Melissa Campbell (Plainville), Linda Coelho (Taunton), Debby Conrad (SAILS), Lisa Hart (SAILS), Laurie Lessner (SAILS)

Meeting called to order at 10:05 AM by Jayme Viveiros, President

Roll Call – Lisa Hart

Approval of Minutes of October 17, 2018

- Motion by Debbie Wall (Pembroke)
- Seconded by Susan Berteaux (MMA)
- Unanimously approved

FY18 Treasurer's Report

- Motion by Jayme Viveiros (Lakeville) to approve the Warrant 5.1.19 in the amount of \$29,397.46
- Seconded by Dina Brasseur (Acushnet)
- Unanimously approved

FY18 Year-to-date Report

Debby Conrad reviewed the October 31, 2018 balance sheet and income statement.

Committee Reports

Nominating Committee – Replacement for Elisabeth O'Neill

This item was put on hold.

Old Business

Project updates – MobileApp, Enterprise enhancements

Laurie Lessner (SAILS) discussed. MobileApp – All schools have sites now. E-Commerce will be added soon.
Enterprise enhancements – Cross referencing is on hold, synonym list is working, and Novelist update is coming.

Discontinuation of Director's Station and BCA training

Director's station will be discontinued 12/3/18 and BCA training is scheduled.

Preliminary report – Cataloging Utility RFP

Debby Conrad discussed. This will be brought to the board in December by the new Executive Director.

New Business

Proposed management transition plan (draft)

Debby Conrad discussed. The new Executive Director, Kathy Lussier, will be starting 12/1/18.

Network Credit Card

The current credit card, American Express, is in Debby Conrad's name. Information about a new credit card from Rockland Trust was discussed.

Auditor

SAILS current auditor is retiring. Board needs to choose a new auditor.

December Board Meeting

The next board meeting will be 12/19/18. Debby Conrad will not be at this meeting it will be attended by Kathy Lussier.

Release 3.5.3.1

The new release will be implemented 11/27/18. This will require no downtime and no training.

Letter from Barbara Bonville

Debby Conrad discussed.

Report from Executive Director

See Attached.

Other

Vendor Loads - Debby Conrad discussed the prudence in forming a standing committee to set guidelines as to what should be accepted from vendors.

Two Libraries MMA and Dartmouth have begun RFID tagging. Seekonk has almost finished the project.

Fiske Library, Wrentham is unexpectedly closed due to flood issues. There is no scheduled re-open date at this time. Foxboro has agreed to be a hold pick-up location and bins will be delivered to SAILS for processing.

Circulation Sets have been established and testing is done. SAILS will send directions to member libraries.

Wareham has been recertified. Recertification reception will be held 11/15/18 from 6-8. SAILS will send flowers.

Overdrive Mission Statement was discussed.

Adjournment

Melissa Campbell (Plainville) made a motion to adjourn, seconded by Susan Berteaux (MMA) and approved unanimously. Meeting adjourned at 11:25 AM

Respectfully submitted,

Lisa Hart

Executive Director's Report

November 14, 2018

This will be the last SAILS Board meeting that I will be attending as Executive Director. It's difficult to summarize all of my feelings as my tenure at the network draws to a close. I have spent the past 29 years working with the libraries in Southeastern Massachusetts and I am incredibly proud of everything that has been accomplished. For a variety of reasons the cooperative efforts of the ABLE, SEAL, and ultimately SAILS networks have often been overlooked in discussions of statewide cooperation but I know that SAILS and its predecessors always exemplified the highest levels of cooperation and communications. Often on the forefront of offering new services to patrons, I know that the efforts have been appreciated by our user community.

SAILS was formed in 1995 but didn't begin functioning as a single computer system until 2000. In 2000 SAILS provided services to 56 service outlets. In July 2018 that number has grown to 78. The only true multi-type network in the state the membership represents 38 public libraries and branches, 2 academic libraries in 5 locations, and 25 K-12 libraries. Intranetwork lending between members has doubled since the formation of SAILS. Print, non-print and electronic resources are now widely available to its users.

The successes of the network are due entirely to the dedication of its members and to the ongoing efforts to ensure that the network's mission to provide the best service possible to all members can be achieved. I know that the network will thrive under the leadership of Kathy Lussier because the membership is committed to seeing that the network succeeds.