

Board Meeting

SAILS Library Network

March 20, 2019

In Attendance: Carole Julius (Carver), Uma Hiremath (Easton), Liane Verville (Fall River), Manny Leite (Foxborough), Lee Parker (Norton), Debbie Wall (Pembroke), Melissa Campbell (Plainville), Linda Coelho (Taunton), Ellen Snoeyenbos (West Bridgewater), Kathy Lussier (SAILS), Lisa Hart (SAILS), Laurie Lessner (SAILS), Jennifer Michaud (SAILS)

Meeting called to order at 10:05 AM by Liane Verville, Secretary

Roll Call – Lisa Hart

Approval of Minutes of February 13, 2019

- Motion by Melissa Campbell (Plainville)
- Seconded by Lee Parker (Norton)
- Unanimously approved

FY18 Treasurer's Report

- Motion by Carole Julius (Carver) to approve the Warrant 9.1.19 in the amount of \$33,709.99
- Seconded by Ellen Snoeyenbos (West Bridgewater)
- Unanimously approved

FY18 Year-to-date Report

Kathy Lussier reviewed the February 28, 2019 balance sheet and income statement.

Committee Reports

Personnel Committee

- Motion by Lee Parker (Norton) to approve the job description for the Manager of Bibliographic and Digital Services
- Seconded by Manny Leite (Foxborough)
- Unanimously approved

Overdrive Advisory Committee

Kathy Lussier discussed the funding, 12,000 from SaaS Subscription and 3,000 from audio and e-books, and titles recommended by the Committee.

- Motion by Ellen Snoeyenbos (West Bridgewater) to approve funding and titles with addition of MacWorld, PC Magazine & Lonely Planet
- Seconded by Melissa Campbell (Plainville)
- Unanimously approved

Investment Committee

Kathy Lussier met with the committee and Alpha Pension to review retirement funds. Committee is going to look into ANGELL Pension Group to see if they could be advantageous to us with TIAA giving us more say in plan offerings.

Budget Committee – Line item Adjustments

Kathy Lussier explained the line item adjustments approved by the budget committee

Old Business

Auditor – Recommendation to contract with Treeful, Damaso, Aniceto (TDA) CPAs

- Motion by Ellen Snoeyenbos (West Bridgewater) to approve
- Seconded by Debbie Wall (Pembroke)
- Unanimously approved

eResource Central

Kathy Lussier recommended we go with the quote from SirsiDynix which is good until April.

- Motion by Ellen Snoeyenbos (West Bridgewater) to approve
- Seconded by Lee Parker (Norton)
- Unanimously approved

eCommerce account and SAILS Convenience Fee

Kathy Lussier discussed. Board approved bringing this to the Membership in April with a proposed fee increase to \$.85.

Executive Director's Report – See Attached

Kathy Lussier also spoke about Legislative day bus leaving ½ hour earlier next year and having better communication in place at the bus stops.

Laurie Lessner is offering training for weeding reports and google forms. She will also be attending SirsiDynix users group meeting next week.

Other

Debbie Wall spoke about Creative Bug, a crafting program offered by Joanne Fabric.

Melissa Campbell spoke about Plainville doing a 1 year test on Scholastic Teachables and Book Flix.

Adjournment

Melissa Campbell (Plainville) made a motion to adjourn, seconded by Uma Hiremath (Easton) and approved unanimously. Meeting adjourned at 11:27 AM

Kanopy Demo – 11:30

Respectfully submitted,
Lisa Hart

Executive Director's Report March 2019

Updates from February Network Administrators Meeting

The network administrators met Friday, February 15 at Minuteman Library Network. Paul Kissman reported that there is just under \$30,000 remaining in 9506 funds that can be allocated to the networks through the last payment of the Resource Sharing grants. As a result, SAILS will see \$3,668 in additional funds for our FY19 Resource Sharing grant. Those funds will be applied to next year's budget.

The network administrators have agreed to defer any changes in calculating the Resource Sharing awards to next year to provide some time to see the effects of the Overdrive program that allows sharing among the networks. The current award is based on number of titles, number of holdings, and number of ILLs. So far, the MBLC has proposed basing the new award on operating expenditures, total outlets, and ILLs, to include Overdrive material in addition to physical ILLs.

Paul also reported that the MBLC plans to contract directly with the networks for the grant that covers our Overdrive platform fees. The MBLC contracted with MLS, which then passed the funds on to the networks. As a result of this change in funding, we will need to measure patron satisfaction with the program.

The MBLC is starting to solicit the networks for feedback on possibly organizing a network retreat to help identify how MBLC can best support the networks. The last retreat was about five years ago and included Executive Board members in addition to network staff.

MLS reported that the pilot to try filling ILL requests through ComCat first has been successful. As a result, this program is no longer in pilot status.

Small Library in Networks Program

The MBLC has pulled together a Working Group to evaluate the Small Library in Networks (SLIN) program. The charge of the group is to 1) review how the SLIN grants are meeting the funding needs of members, 2) determine if the program's funding level should change, 3) determine if parameters of the program should change, 4) discuss how to handle multiple independent public libraries in the same network, 5) design a plan to merge the current two funding approaches of the program, and 6) discuss any timing issues for when the grants are available.

I will be serving on this working group, which will begin meeting in April. Melissa Campbell from Plainville will also be representing SAILS in this group.

Symphony Upgrade

SAILS will be upgrading to Symphony 3.6 on the night of April 2, provided there are no reports from other consortia of problems with this release. The upgrade has been placed on our training server, and it appears to be working well. The upgrade comes with a new "Manage Hold Shelf" wizard that will make it much easier for libraries to manage the items on their holds shelf. Laurie is working to get a video out to SAILS libraries about this new wizard. We will also review this new functionality at the June circulation annual meeting.

Streaming Video Services Ad Hoc Committee

This committee has begun meeting to investigate the possibility of obtaining discount pricing for libraries subscribing to streaming video services. The committee has viewed a demo on RBdigital streaming

services and will see another one on Kanopy at the end of the Board meeting.

Planning Committee

I am in the process of scheduling a Planning Committee meeting to kick off our strategic planning process.

Librarian's Guide to Homelessness Training

Twenty-five libraries ultimately signed up for this training. The final cost is \$125.66 per library. We will wait to invoice the libraries in case any libraries ask to join the subscription over the next couple of weeks.