

SAILS Network News

May, 2019



Are you Ready for MLA?



If you haven't looked at the schedule yet, there are wonderful programs planned over all three days. <https://bit.ly/2Gx8485>

Come cheer for your fellow SAILS associates at the following sessions:

Monday 5/20 - Volunteers and Interns: Should You Work with Them? (Middlesex)

Library volunteers always sound like a good idea, hypothetically, but are they a valuable part of the workforce? Learn the pros and cons of working with volunteers, as well as the best way to attract library science interns.

Speakers: Alan Long, Assistant Supervisor of Material Services, Newton Free Library; Lorraine Rubinacci, Senior Library Technician, Ames Free Library

Wednesday 5/22 - Reaching F.A.R. (Fun and Reading)

The F.A.R. program at the West Bridgewater Public Library provides an opportunity for adults with intellectual and developmental disabilities to get together for a program of stories, music, movement, and crafts.

Gail McCarthy, Children's Programming Assistant / Circulation Assistant, West Bridgewater Public Library; Michelle Sheehan, Circulation Supervisor, West Bridgewater Public Library

Save the Date: Annual Meeting and Strategic Planning



Wednesday, June 19, will be the date of the SAILS Annual Meeting and Strategic Planning retreat. This will be held at Bristol Community College in Fall River.

All library directors from SAILS academic, public and school libraries are invited to attend this meeting where they can help plan for long-term goals for the network. The full-day meeting will begin at 10 a.m.

A large turnout of directors at this meeting will ensure that the network's upcoming strategic plan truly reflects the needs of member libraries. Please try to make the time to attend this important event.

More details will be posted soon to the SAILS directors mailing list.

May 8th Technical Services Meeting

Don't forget to register for the annual Technical Services meeting. This year's meeting is on Wednesday, May 8th, from 10am to noon at the Middleboro Public Library. We will be discussing the following topics:

Introduction of Kathy Lussier, SAILS Executive Director
Circulation Sets - What are they and how to use the Maintain Sets wizards
Update on the Manager of Bibliographic Services position
Acquisition rollovers
Book Club kits
Fiction policy review/Summer reading lists
General reminders about request records
Fall Roundtable topics- What topics would you like to discuss at upcoming roundtables?

As always, you are welcome to bring other topics or questions that you would like to discuss.

[Click here to register](#)

Manage Holds Shelf

There are a few libraries who have stopped getting their clean holds shelf report and are only using the "manage holds shelf" wizard. They need to use the wizard to put the expired holds in transit, back on the shelf, or make available to the next patron. Some like it, others are not that thrilled because there's no way to print without taking an extra step or two.

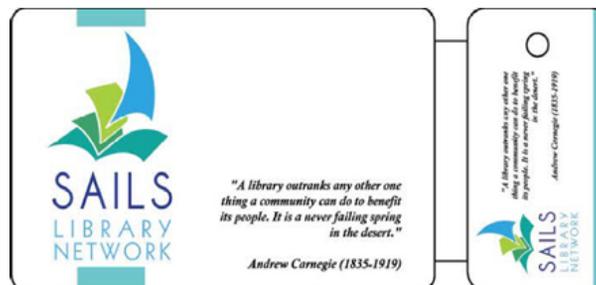
To print just what is showing on the screen - if you want to remove the active holds from printing and just print the expired and cancelled holds, select the appropriate boxes at the top and click on the "export" helper (). This will create a file that can be opened with Excel. Just make sure you save it to the desktop so you know where it is. When you open the file, you probably have to change the barcode column to be formatted as a zip code or a number (just remove the decimal points).

The other option is to print the screen by clicking on the "File > Print Screen" drop-down menu. This will not limit what items are printed, regardless of the checkboxes you selected. We have a call in to SirsiDynix, telling them we think this is a bug, and hopefully they will be able to fix it. However, my guess is they will not, since the export option is there and probably how they assumed people would print the list.

So if you want to give it a try, let us know (support@sailsinc.org) and we'll remove you from receiving the clean holds shelf report and you can use this instead to manage your holds. You can always switch back to the report, if this doesn't work for you.

~ Laurie

Shopper Card Order



We are again approaching the time to place a group order for Shopper Cards. These orders will be placed on May 15th

Based on our past experience you will receive your cards 6-8 weeks after we place the order.

We will not be placing another order for Shopper Cards until November 2019.

The order form is located at: [Order Form](#)

FY20 Change to Credit Card Processing Fees

The processing fees patrons pay when paying off their fines or fees with a credit card will increase as of July 1, 2019.

The new fee will be \$0.85. The higher cost will more fully cover the cost of these credit card transactions.



The SAILS office will soon be sending out contract addendums to libraries that will provide for the new fee. We will post an announcement to the SAILS web site as we get closer to July 1.

Highlights from the April SAILS Membership Meeting



The Nominating Committee presented the following slate of Board members to serve three-year terms starting in FY20.

- Norfolk County - Libby O'Neill, Norfolk Public Library
- Under 10,000 - Gail Roberts, Plumb Library, Rochester
- 10,000-24,999 - Randy Gagné, Middleborough Public Library
- 10,000-24,999 - Eileen Dyer, Swansea Public Library
- At large - Carole Julius, Carver Public Library (candidate for reelection)

With no other nominations from the floor, the slate was approved.

Many thanks to our outgoing Board members who will be leaving the Board after our June annual meeting: Melissa Campbell (Plainville), Jean Gallant (Halifax), Dina Brasseur (Acushnet), and Uma Hiremath (Easton).

The FY20 Action Plan and Budget were updated. Additions to the action plan include the implementation of eResource Central to more tightly integrate electronic resources into the discovery platform; the implementation of HTML notices, which will provide a more professional look to notices and allow libraries to receive replies directly from their own patrons; continue with the evaluation of the SAILS ILS; evaluate ways to streamline processes to minimize network staff intervention in patron/library interactions; and evaluate the possibility of implementing credits that patrons could keep on their accounts to pay off future fines and bills.

The membership unanimously approved a recommendation to increase the credit card processing fee to \$.85 to fully cover the cost of processing transactions. The change will be implemented as of July 1, 2019.

The planning committee reported on progress for the network's upcoming strategic planning process. A director's retreat with facilitated discussion will be held on the day of the annual meeting, Wednesday, June 19. The location of this meeting will be changed to accommodate the planning session.

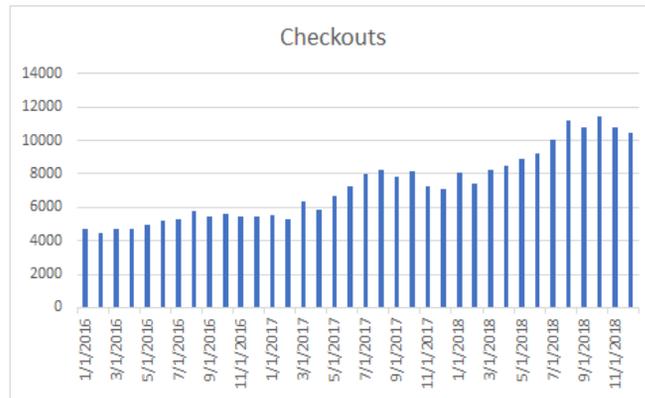
Laurie Lessner reported on COSUGI, the SirsiDynix Users Group conference. The next version of Workflows will allow for users to place multiple holds on the same title without requiring an override for each hold.

Audio Book Circulation

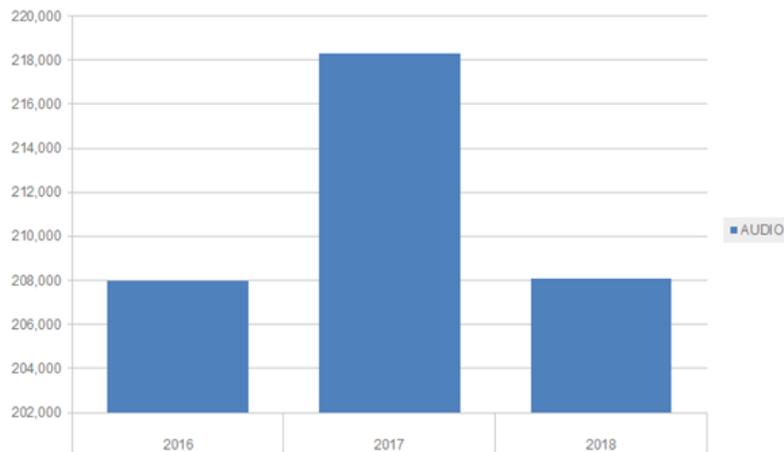
The Digital Reader shared an interesting set of stats from the Association of American Publishers (AAP). They compared sales of the various book formats from last Jan-Feb to this year. This is a very brief summary. Adult hardcover sales increased over 13%. Paperbacks had a slight decrease, as well as ebooks. The format with the most dramatic difference was audiobooks. The physical audio sales decreased almost 25% where the downloadable audio increased over 36%.

The cost of the books should probably be taken into account as well. According to School Library Journal, the average prices of books seems fairly steady. That is what our system shows as well. What I didn't find out is how many new titles came out that were huge sellers or got major PR. There are so many factors that can skew statistics, however, a 36% increase in downloadable audio sales must say something about its popularity!

Our Overdrive



Our Physical



Network Stats

Circulation (no Overdrive):

Total Items Circulated: 361,584

Items Loaned between SAILS

Libraries: 75,250

OverDrive Circulation to SAILS patrons:

Ebook: 25,944

Audio Book: 13,725

Video: 115

Database Size:

Titles: 1,211,170

Items: 4,601,883

Total Patrons: 467,693



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