

Membership Meeting

Lakeville Public Library

January 16, 2019

In Attendance: Dina Brasseur (Acushnet), Amy Rhilinger (Attleboro), Ann Gerald (Bridgewater), Carole Julius (Carver), Jocelyn Tavares (Dighton), Carrie Tucker (East Bridgewater Schools), Carolyn Longworth (Fairhaven), Liane Verville (Fall River), Manny Leite (Foxborough), Jean Gallant (Halifax), Jayme Viveiros (Lakeville), Catherine Coyne (Mansfield), Olivia Melo (New Bedford), Libby O'Neill (Norfolk), Frank Ward (North Attleboro), Debbie Wall (Pembroke), Melissa Campbell (Plainville), Debbie Batson (Plympton), Eden Fergusson (Raynham), Peter Fuller (Seekonk), Joanne Nichting (Somerset), Linda Coelho (Taunton), George Ripley (Wareham), Ellen Snoeyenbos (West Bridgewater), Sue Branco (Westport), Kathy Lussier (SAILS), Lisa Hart (SAILS), Laurie Lessner (SAILS)

eResource Central demo – Presented by Kim Chambers, Andrea Downing, and Nate Peterson of SyrsiDynix

Business Meeting called to order at 10:00 AM by Jayme Viveiros, President

Roll Call – Lisa Hart

Approval of Minutes of December 19, 2018

- Motion by Melissa Campbell (Plainville)
- Seconded by Debbie Wall (Pembroke)
- Unanimously approved

FY18 Treasurer's Report

- Motion by Carole Julius (Carver) to approve the Warrant 7.1.19 in the amount of \$27,760.46
- Seconded by Dina Brasseur (Acushnet)
- Unanimously approved

FY18 Year-to-date Report

Kathy Lussier reviewed the December 31, 2018 balance sheet and income statement.

Committee Reports

Legislative Breakfast Committee

Jocelyn Tavares updated the membership. The breakfast will be at the Boyden Library in Foxborough on January 25th at 8:00.

Old Business

Statewide Overdrive Project Phase 2 Decisions

Presented by Kathy Lussier. Phase 2 will be implemented around the 2nd week of February.

- Motion by Frank Ward (North Attleboro) to allow recommendations of members of other networks.
- Seconded by Debbie Wall (Pembroke)
- Addendum to the motion made by Melissa Campbell (Plainville) to accept all of the board's recommendations for Phase 2.

- Seconded by Frank Ward (North Attleboro)
- Unanimously approved

New Business

Approval for SAILS bus for Legislative Day - March 5

- Motion by Manny Leite (Foxborough)
- Seconded by Catherine Coyne (Mansfield)
- Unanimously approved

HTML Notices & Migration Away from Symphony Reports

This was presented by Laurie Lessner, it will be a slow process but will begin soon.

Subscription to Librarian's Guide to Homelessness training

The network received a quote for the whole network for \$3,141.60. The board will vote at the next meeting whether or not to join.

eResource Central demo

Kathy Lussier discussed and the membership agreed to pursue exploration.

SAILS strategic plan

Kathy Lussier explained that it is time to begin the process.

Establishment of committee to evaluate the SAILS ILS

Kathy Lussier explained the need for a task force.

- Motion by Ellen Snoeyenbos (West Bridgewater)
- Seconded by Frank Ward (North Attleboro)
- Unanimously approved

Report from Executive Director – See Attached

Other

Manny Leite (Foxborough) began a discussion about SAILS purchasing a movie streaming subscription like Acorn or Kanopy. The membership agreed an ad hoc committee should be formed. Manny Leite (Foxborough), Frank Ward (North Attleboro), Libby O'Neill (Norfolk), Ellen Snoeyenbos (West Bridgewater), and Peter Fuller (Seekonk) volunteered. Kathy Lussier will be the SAILS representative.

Adjournment

Ellen Snoeyenbos (West Bridgewater), made a motion to adjourn, seconded by Frank Ward (North Attleboro) and approved unanimously. Meeting adjourned at 11:39 AM

Respectfully submitted,
Lisa Hart

Executive Director's Report

January 2019

Strategic Initiatives

We have finished up the 2nd quarter of FY19 and are making good progress on our Strategic Initiatives for the Fiscal Year.

- SAILS has facilitated webinars with the Burbio community calendar service, and several libraries have signed up for the service.
- SAILS held a very successful Library Showcase at the Ted Williams Camp in Lakeville. SAILS performed a successful upgrade to Symphony release 3.5.3.1 in November. We have not yet been able to upgrade to Enterprise 5.0.1 as expected because it is not yet available.
- BlueCloud Analytics templates to generate calendar year statistics are now available in addition to the templates for fiscal year statistics.
- After issuing a Request for Proposals for a cataloging utility, the SAILS Board voted last month to continue working with SkyRiver.
- Working with the Board, Debby completed a transition plan for new network leadership. The actual transition is still in progress.
- We are also ahead of schedule for our third-quarter goal to develop training for use of BlueCloud Analytics by member library staff. Laurie conducted several trainings over the past few months and continues to meet with libraries to conduct more training.

Meeting the SAILS Membership

I have started meeting with directors in the networks to hear about their experience with SAILS, hear what services they value most, ask what new services they would like to see, and to get any other feedback they have to offer. To date, I have visited Mattapoisett, Somerset, and Somerset-Berkley High School. I plan to visit an average of one director per week with the goal of visiting every SAILS library director by the end of the year.

Staffing in the SAILS Office

The SAILS office has been without a permanent Manager of Bibliographic Services since September. Although our current staff is doing an excellent job of managing cataloging and troubleshooting issues that have arisen, we would like to see the office fully staffed by spring. I have been assessing the staffing needs to determine how we should fill that position. As part of this assessment, I'm also considering whether there are services, like Electronic Resource Center, that can move some tasks out of the SAILS office so that we can free up more time for member services. I plan to have a recommendation for the Personnel Committee by early March at the latest.

SAILS Auditor

The longtime SAILS auditor retired this year. I am working with a small Task Force that includes treasurer Carole Julius and Board member Manny Leite to find a new auditor. I have reached out to two auditors that work with other library networks in the state and am confident we can find somebody who already has a familiarity with how Massachusetts library networks work.