



Board Meeting Zoom Conference Call December 16, 2020

In Attendance: Jed Phillips (Bridgewater), Carole Julius (Carver), Christopher McGee (East Bridgewater), Carrie Tucker (East Bridgewater Schools), Catherine Coyne (Mansfield), Susan Berteaux (MMA), Elisabeth O'Neill (Norfolk), Frank Ward (North Attleborough), Debbie Wall (Pembroke), Debbie Batson (Plympton), Eden Fergusson (Raynham), Gail Roberts (Rochester), Eileen Dyer (Swansea), Linda Coelho (Taunton), Ellen Snoeyenbos (West Bridgewater), Kathy Lussier (SAILS), Lisa Hart (SAILS), Laurie Lessner (SAILS)

Call to order at 10:01 A.M. by Gail Roberts, President

Roll Call – Lisa Hart

Approval of Minutes of November 18, 2020 Board Meeting

- Motion by Ellen Snoeyenbos (West Bridgewater)
- Seconded by Christopher McGee (East Bridgewater)
- Approved Debbie Wall (Pembroke) and Carrie Tucker (East Bridgewater Schools) abstained

Nominating Committee

Nomination of Frank Ward (North Attleborough) to fill incomplete term on SAILS Board to represent libraries with a population of 25,000+

- Motion by Carole Julius (Carver)
- Seconded by Ellen Snoeyenbos (West Bridgewater)
- Unanimously approved

Nomination of Frank Ward (North Attleborough) to fill incomplete term as SAILS treasurer

- Motion by Carole Julius (Carver)
- Seconded by Catherine Coyne (Mansfield)
- Unanimously approved

FY21 Treasurer's Report

Warrant 6.1.21

- Motion by Frank Ward (North Attleboro) to approve Warrant 6.1.21 in the amount of \$43,459.79
- Seconded by Christopher McGee (East Bridgewater)
- Unanimously approved

FY21 YTD Financial Report

Kathy reviewed the balance sheet and income statement as of 11/30/2020.



Committee Reports

Personnel Committee- Libby O'Neill

Recommendation to increase SAILS FY21 salary increase from 2 to 3% retroactively to 7/1/20

- Motion by Elisabeth O'Neill (Norfolk)
- Seconded by Debbie Wall (Pembroke)
- Unanimously approved

Recommended Revisions to SAILS employee handbook

- Motion by Eden Fergusson (Raynham)
- Seconded by Debbie Batson (Plympton)
- Unanimously approved

Budget Committee

FY21 Personnel Line Item Adjustments approved by budget committee last week.

Old Business

COVID-19 Updates (Discussion)

New Business

Executive Director's Report - See Attached

Assistant Director for Technology Services Report – See Attached

Other

Adjournment

Debbie Wall (Pembroke) made a motion to adjourn, seconded by Eden Fergusson (Raynham) and approved unanimously. Meeting adjourned at 10:37 AM.



SAILS Executive Director's Report

December 2020

SAILS Digital History Collection

Chelsea and I met with the new SAILS Digital History Advisory Committee to plan next steps for the SAILS Digital History Collection. Volunteering for the committee are Janice Allman (East Bridgewater), Fellisha Desmarais (Fall River), Jodi Goodman (New Bedford), and [Timarie Malo](#) (Durfee High School). Chelsea is planning a presentation for the January membership meeting to review some possible options for the collection. Some options we are considering are: 1) encouraging libraries to store digital assets on the Digital Commonwealth, with Chelsea focusing on advocacy and possibly creating exhibits; 2) using the SirsiDynix Digital Asset Management system, Portfolio, which will allow the digital objects to appear in Enterprise search results; 3) keeping the collection the way it is with a mix of storing some objects on our Omeka site and linking to collections stored on the Digital Commonwealth or the Internet Archive. Chelsea will explore pros and cons of each approach. We will also send out a survey after the meeting to get some feedback on future directions.

State Funding

Governor Baker vetoed line 9506, returning the lines to the figures he proposed in his Revised House 2 budget. However, the grant figures that the networks received from the MBLC were based on the Governor's budget, not the higher budget that eventually was approved by the legislature. The MBLC hasn't provided information on the effect of this veto, but I do not believe it will impact the grants we are expected to receive this year. We should be receiving our first installment of grant funds sometime this week.

Vacation

I will be on vacation next week and will send out an email to the network reminding libraries to send important email to support@sailsinc.org. The SAILS staff will also have a small informal Zoom get-together tomorrow morning for the holidays, but I don't expect it to cause significant delays in turnaround time on support requests.



SAILS Assistant Director for Technology Services Report

December 2020

Last month I mentioned the new library services directory should be done very shortly. It happened to get put into production just this week with still some more tweaking to do. Library representatives are able to request an account on the sails website and gain access to update their own library's information. This should help keep things up to date, but if you need us to make the change for you, just email support.

We have one library actively using Click & Collect and another set up to start at any time. I've enjoyed being able to visit a few libraries to install computers. It was very nice seeing everyone.

The MBLC PR Committee met a few times in order to give feedback on the legislative agenda and strategic plan. We needed to update search settings in enterprise as a work-around for a sorting issue. I am currently working on adding new book carousels to the mobile app and to use the somewhat new "data control" tool from SirsiDynix, we need to switch our operating system over to RedHat Linux from Solaris. They're basically the same and won't have any effect on workflows or Symphony. The test server had a copy-over from the production server and is now on the new operating system. The production server will be done in the early morning and will take about an hour. We'll let everyone know when that's been scheduled.

Beta testing for Enterprise 5.1 should begin in mid-January. We'll be part of that SPP.

I wish everyone a healthy and happy holiday season.