

SAILS Membership Meeting

December 15, 2010

Meeting Minutes

The meeting was **called to Order** by Robin Glasser at 10:02.

Secretary Deborah Wall read the **roll call**.

Motion to **approve the minutes** of October 20, 2010 was made by Beth Roll Smith and seconded by Melissa Campbell.

Treasurer's report. The warrant was read by Carole Julius. Motion to accept by Carole Julius; seconded by Danielle Bowker.

Debby Conrad discussed the **FY11 reports**, a small correction has been made and it will balance out next month. The telecom funds will help the public libraries meet their MAR. All things are inline and we may end up with more cash in hand at end of year. Debby met with Rockland trust the investments; they are earning a little over 4% ROI.

Committee Reports

Overdrive advisory Committee. There will be an ebook order placed of 211 titles that will be ready the day after Christmas to help meet the increasing demand. A small number of people will get new readers as gifts this Christmas. The always available Gutenberg titles have been moved to a more visible place on Overdrive page; good especially for students. There were about 560 of the Gutenberg titles used last month. For every 5 holds, a new copy is purchased but there will still be wait times.

Changes to Overdrive Circulation Rules. The Committee decided to make the default loan period 7 days (instead of 14) with a 3 item limit. Epubs and pdfs can be returned early, audio books can't be. There is a form now on the website to help patrons get support for whatever device they are having trouble with. Lots of different devices (still does not support Kindle.) Despite increased demand, there is still a greater demand for print so it is difficult to adjust budget. Mobile apps still not perfected. Tumblebooks is working on going Mobile.

Overdrive Download Station Software. Bonnie Mendes has purchased the software for \$500 and it is installed on an old pc. Very easy to use, staff can learn it in minutes. Patrons come, plug in their USB device and download a selection in about 3 - 5 minutes. This is for audio books only so far. Discussion about various devices: Middleboro purchased Nooks and these and some other devices can also be used as MP3 players. The station is only a license and only internet access is needed. A bridge can be added to provide different usb ports to serve more devices. The station can make staff more comfortable, can be used to load the library device and downloads are much easier for people who don't want to download the software to their pcs.

Old Business

Sort to light. Debby could only say that negotiations are underway with a vendor. There were 2 days of presentations and two options: network based and manual. (Collective groan at the idea of returning to manual slips.) Debby said there will no slips on the system selected. Announcement will be made before 2/1/11. Question asked about barcodes on the back of a book and this would require a slip.

Server Installation.

Everything is on schedule. The new server is installed, working and SIRSI can connect. Data load will be the 28th. When the project is complete SIRSI will help "clean" old server for possible resale for parts. There will be an offline circulation training webinar on the 16th. Because it is a two step process, SAILS must know who's doing it. Laurie will load an authority file on the test server so that Envisionware, TixKeeper and Overdrive can still authenticate. Patrons registered between the 24th - 28th won't be included. Libraries will need to slip delivery items during the downtime.

New Business

SAILS Staffing. The member services librarian position will not be filled. It will be split into part time jobs including tech support and bookkeeper. Salary is not resolved due to an outstanding issue.

Holds exemption request for Massachusetts Maritime Academy. The request to keep curriculum specific titles hold restricted for 120 school days is not unusual for academic libraries. Sharon St. Hilaire moved to accept; Melissa Campbell seconded and so voted.

Sony ereader Library Program. Several libraries have submitted applications but have not heard back. Debby said they did give readers to libraries in Connecticut. No guarantee, they may be watching stock.

Change in display for multiple 856 tags. Laurie discussed the library collections of MMA and BCC. These are limited to their students and there is no way to have them not show up in the database.

Telephone list for available holds. There is a report that Debby can run for people with no email. All holds can be treated the same way, save time for staff rather than writing numbers on slips. The notification would be a day later than calling after delivery if you get morning delivery. Let Debby know if you want to try it. The library could buy a thermal printer and print out sheets-not just for self-holds. Staff can use them too. Discussion about patrons and email. It's free to try, can request Debby run it at a certain time but no guarantee.

Voice Notification proposal from SirsiDynix. SIRSI's system would cost \$36,000 and \$10,000 maintenance. SAILS could not afford this, libraries would have to pay. Verizon's proposal was "breathtakingly" expensive. A company that had a demonstration for SAILS is going with a large library system; Debby will watch that and check with them. There are several technology things that are needed that are more important: fixing the catalog and ecommerce. Could do both for the price of the voice system. Not enough savings to justify the cost. Due to increased cost cutting at the state level, we could see the cut of the MBLC network line 9506. The funds to the network have been reduced 35% over the past few years. Text messaging to patrons is more attractive option in the future. Debby proposed we pass and refocus on the catalog. SAILS may be able to handle ecommerce if a bookkeeper is hired.

Calendar Year 2011 Contest. The mentor system is not working but we need a skills refresher method. The Ready Talk webinar worked well. The contest: staff reads the SAILS newsletter and answers 2-3 questions sprinkled through the newsletter. They are linked to Survey Monkey. A winner picked by random drawing will win a \$25 gift certificate (paid for with American Express points.) The library with the largest percentage of participants will win something for the staff. Ready talk costs very little through TechSoup.

Catalog Request format is changing. Some libraries are already testing. This will be effective January 19. SAILS will do a ReadyTalk training about it.

Executive Report. There was none. (Debby had new photos of her grandson.)

Denise Medeiros mentioned the Legislative emails sent out. The MBLC is planning the legislative agenda, the committee is planning events.

January Meeting. Debby told everyone that the meeting would start at 9:30 for a short business meeting. A representative from recorded Books is coming to show their educational products. Somerset is using Byki and loves it. A representative is coming from the Macklin is coming in January.

Deborah Wall asked about the mailers in response to patron complaints. Debby said that SAILS would have to buy a \$15,000 printer but that the post office is causing most of the impact problem. Mobile apps are the future in notifying patrons but Book Myne isn't perfect yet.

Danielle Bowker moved to adjourn, Bonnie Mendes seconded: 12:05 p.m.