

Minutes of SAILS membership meeting
January 21, 2015
Lakeville Public Library
4 Precinct St.
Lakeville Ma.

In attendance: William Schneller, (Berkley), Carole Julius, (Carver), Lynne Antunes, (Dartmouth), Jocelyn Tavares, (Dighton), Manny Leite, (East Bridgewater), Uma Hiremath, (Easton), Carol Longworth, (Fairhaven), Laurel Clark, (Fall River), Jerry Cirillo, (Foxboro) Dorothy Stanley-Ballard (Freetown) Laurie Cavanaugh, (Halifax), Nancy Cappellini, (Hanson), Olivia Mello (Lakeville), Catherine Coyne, (Mansfield), Libby O'Neill, (Marion –Elizabeth Taber Library), Susan Berteaux (Mass Maritime), Susan Pizzolato, (Mattapoisett) Lee Parker, (Norton), Deborah Wall, (Pembroke), Mellissa Campbell, (Plainville), Debbie Batson, (Plympton), Eden Fergusson (Raynham), Gail Roberts (Rochester), Peter Fuller (Seekonk), Cindy St. Amour (Swansea), Denise Medeiros, (Wareham), Beth Smith, (West Bridgewater), Sue Branco (Westport), Debby Conrad, Laurie Lessner, Kristen Slater, Ginny Berube, Jayme Viveiros. (SAILS)

Lynne Antunes- President called meeting to order 10:18 a.m.

**Motion to approve the minutes of the November 19, 2014 Board Meeting –Laurel Clark (Fall River)
Second- Melissa Campbell- Unanimously Approved.**

Motion to approve warrant 07.1.15 in the amount of \$34,679.61 by Carole Julius .Second- Melissa Campbell. Unanimously approved.

FY 15 YTD Report. Dec. 31st balance sheet. We are right where we should be. Cash balances are reducing well. May be able to put money back into investment line.

Budget Committee- **Motion made by Carole Julius to move \$14,000 from Syndetics line to Overdrive to be divided between eBooks and audio books. Peter Fuller seconded. Unanimously approved.**

Personnel Committee- **Vote needed by membership to approve renewing staff Health Insurance and moving to the Harvard Pilgrim Best Buy. HMO 500 plan from HMO 1000 plan. New coverage will begin on March 25, 2015. Unanimously approved.**

Circulation committee-Membership needed to vote to approve regarding claims returned items Can chose to not use it. Proposing that item is sent to claims returned for 90 days, then goes to lost or missing. Will be creating a set of procedures regarding claims returned. Unanimously approved.

Bylaw revision needed 35 votes to make the changes. All measures passed by membership.

Old Business

Release 3.5 Beta Testing- tentatively have 3.5 to be installed in Mar. This release had not been tested on our test server. Having a few problems with the release. SAILS staff will keep membership posted.

MobileApp – extended testing until end of July. Only works on apple device need info on androids. Will wait and see. Debby is going to be submitting an LSTA grant to do something else.

Mentor online training – set up self-pace training different areas of workflows, still working out details. Will let us know. 5 simultaneously lock ins. Very basic. If anyone interested let SAILS know.

MLS ebook project- beta year- status. Starting to work with SAILS on authentication. Presently we have been provided logins to use Biblioboard. Will be receiving PR materials. Nora Blake from MLS is working with SAILS on loading records and will be coordinating training. SAILS has done all they can for now, waiting to hear as to how to proceed.

Blue Cloud Commerce- works in Foxboro. Plainville will be next to go on board. Reports can be run from director's station.

Cataloging for overdrive titles is being switched to free Overdrive MARC records. Being tested by SAILS and Dartmouth.

Removal of New Bedford middle school library from SAILS. SAILS has removed all of their cataloging items, their marc records, and all of the patrons, High School has reopened, reduced to 25% of space. They are presently reorganizing space. They can't fill requests.

New Business

Privatizing circulation transaction-SAILS is requesting to revise existing policy of retaining records for 36 months of history to a shorter period of time in the interest of maintaining patron privacy. **Melissa Campbell made a motion to form a committee to test and study details of this. Jocelyn Travares seconded. Unanimously approved.**

Legislative Breakfast-Jocelyn thanked everyone for their work and attendance. Presently there are twelve members coming from the state house. 54 SAILS members have responded that they are coming. Laurie Cavanaugh has made a template for publicity to be used for local newspapers. Promises to be a great breakfast.

Network infrastructure grants- no longer want to use LSTA grants for this purpose.

Expansion of small libraries- MBLC has added money to Small Libraries in Networks and 10 libraries in SAILS qualify. SAILS has submitted a request for funds. This is dependent upon the 2015 state budget, but there may be money available for under 10,000 population libraries to receive funding for belonging to a network. Debby will send out amounts.

MLS regional resource sharing meeting. Debby is attending the upcoming meeting.

Mellissa brought up an observation from Director's station. Libraries are not getting credit for out of town patrons getting their library card in your town because user cat 2 is not filled in properly. SAILS will run a report for you if needed to match up user cat 2 to actually where they live. This line helps in determining state aid amount and will help clean up database.

Melissa Campbell made a motion to adjourn. Carole Julius seconded. Unanimously approved.

Meeting adjourned at 11:23 a.m.

Respectfully Submitted by
Nancy Cappellini
Secretary