

**Annual Meeting of SAILS, Inc.
July 6, 2011**

In attendance: Jayme Viveiros (Acushnet); William Schneller (Berkley); Sean Daley (Bridgewater); Carole Julius (Carver); Lynne Antunes (Dartmouth); Jocelyn Tavares (Dighton); Carrie Tucker (East Bridgewater Schools); Madeline Miele Holt (Easton); Paula C. Cullen (Fall River); Jerry Cirillo (Foxboro); Dorothy Stanley-Ballard (Freetown); Debra Dejonker-Berry (Halifax); Janet Campbell (Mansfield); Susan Pizzolato (Mattapoisett); Danielle Bowker (Middleboro); Stephen Fulchino (New Bedford); Frank Ward (North Attleboro); Deborah Wall (Pembroke); Debbie Batson (Plympton); Eden Fergusson (Raynham); Laura Bennett (Rehoboth); Gail Roberts (Rochester); Bonnie Mendes (Somerset); Kevin Lawton (Swansea); Denise Medeiros (Wareham); Beth Smith (West Bridgewater); Sue Branco (Westport); Deborah Conrad, Laurie Lessner, Benjamin Phinney (SAILS)

MLS – Greg Pronevitz, Catherine Utt, and Amanda Fauver gave a presentation on MLS delivery.

Call to order – Beth Smith (West Bridgewater) called the meeting to order at 10:37 am.

Roll call – Benjamin Phinney conducted the roll call.

Beth Smith (West Bridgewater) said that the notice and proof of mailing for official purposes of this annual meeting have been posted.

Minutes – Danielle Bowker (Middleboro) made a motion to approve the minutes of the preceding meeting. Frank Ward (North Attleboro) seconded the motion. The minutes were approved unanimously.

Report of the President: Summary of FY11 Activities

Debby Conrad (SAILS) read Robin Glasser's report of the FY11 network activities.

Election of Officers – Nominations from the SAILS Board

Beth Smith (West Bridgewater) directed the secretary to cast a single ballot for the slate of officers as presented to the SAILS Board.

Beth Smith (West Bridgewater) President
Deborah Wall (Pembroke), Vice President/President Elect
Eden Fergusson (Raynham), Secretary
Olivia Melo (Lakeville), Treasurer

There were no other nominations from the floor.

Paula C. Cullen (Fall River) made a motion to approve the nominations and the nominations were approved unanimously.

Board Resolutions

Eden Fergusson (Raynham) read the Board Resolution authorizing officers to sign checks which follows below:

SAILS, Inc.
BOARD OF SAILS INC.
RESOLUTION

RESOLVED that, effective as of July 6, 2011 the Officers of the SAILS corporation are hereby authorized to be signers on the corporation's checking account and

RESOLVED that the officers of SAILS, Inc. are authorized to transfer funds between the corporation's savings account and checking account in order to provide funds for network expenses.

The officers hereby authorized are:

President: Beth Smith

Vice President : Deborah Wall

Treasurer : Olivia Melo

Secretary: Eden Fergusson

Bonnie Mendes (Somerset) made a motion to accept this resolution and Sean Daley (Bridgewater) seconded the motion. The resolution was approved unanimously.

Eden Fergusson read the Board Resolution (with an amendment to include the date of the meeting) authorizing Beth Smith (West Bridgewater) to sign Network Agreements which follows below:

SAILS, Inc.
BOARD OF SAILS INC.
RESOLUTION

RESOLVED that, effective as of July 6, 2011 that Beth Smith, as network president, is authorized to sign the FY12 Network Agreement and all other agreements between S.A.I.L.S. Inc. and its member libraries, including the New Bedford Free Public Library.

Frank Ward (North Attleboro) made a motion to accept this resolution and Jayme Viveiros (Acushnet) seconded the motion. The resolution was approved unanimously.

FY12 Treasurer's Report: Warrant 01.1.12

Debby Conrad (SAILS) asked for a motion to accept the warrant as written.

Danielle Bowker (Middleboro) made a motion to accept the warrant as written and Bonnie Mendes (Somerset) seconded the motion. The resolution was approved unanimously.

FY11 Final Financial Reports

Debby Conrad presented a summary of the reports.

Old Business

Status of eLibrary

Laurie Lessner (SAILS) present a report on the status of the eLibrary. The name iBistro will be replaced with eLibrary, this is an updated version of the same product from Sirsi. Improvements with the update include: session logins to allow list creation, Patron's requesting their own PINs and updating their own email, and overall a better look and feel. SAILS is also working with a 30 day free trial from Librarything to add more social media to the OPAC using Librarything for Libraries. Quote from Librarything was \$15,000. Updates will be in place by the end of the first quarter of fiscal year 2012.

Miranda Creative

Debby Conrad (SAILS) gave a report on the status of the SAILS Banner. SAILS is still getting additional content from Miranda. The marketing materials will hopefully be ready after Labor Day. Library specific bookmarks will accompany the display kit, and the loan period for the kit will depend on its demand. Samples from Miranda were shown for an eLibrary logo. Discussion ensued regarding the designs. SAILS will work with the PubPac on a finalized version.

Telephone Notification – iTiva vs. SirsiDynix

Debby Conrad (SAILS) presented the status of replacing the current notification system. Laser printed notices may end up being too complicated. The quotes SAILS received to switch to voice notification were reasonable. Debby recommended that a budget be planned for fiscal year 2013 regarding this issue. The options are to do nothing and deal with notices getting ruined in the mail, buy a more expensive stock to hopefully avoid smudging, could go back to libraries printing their own notices, have Sirsi make us a customized notice, or move away from printed notices to email and voice only. Initial startup of a voice notification service is high, but maintenance is much lower. Discussion ensued. Beth Smith (West Bridgewater) appointed a committee composed of Jayme Viveiros (Acushnet), William Schneller (Berkley), Denise Medeiros (Wareham), and Madeline Miele Holt (Easton) to investigate the issue.

New Business

Appointment of Committees by SAILS President

Beth Smith appointed the committees as presented

Executive Director's Report

Debby Conrad (SAILS) presented a summary of her report. SAILS finished fiscal year 2011 with a surplus of funds. This is the second year of a seven year contract with Sirsi. She recommends that we plan to look at the ILS climate in the future in preparation for the end of the contract. This year SAILS replaced its servers, and the fifteen year old UPS. More money has been moved to Overdrive to compensate for this past year's eBook explosion. She speculates that eventually we will see a product for eBooks that is similar to the audio book download stations that are currently available. Skyriver is working out fine and will be reevaluated at the end of the contract. A good price was negotiated with Envisionware for self-checkout. The theme for fiscal year 2012 is connecting you to your library. Other goals are to have a mobile app for the catalog by December, offer Director's Station training for each library, have a network wiki, and to develop a disaster contingency plan.

Adjournment

The meeting was adjourned by the president, Beth Smith at 11:45 am.

Sean Daley made a motion to accept the adjournment of the meeting and Frank Ward seconded the motion. The adjournment was accepted unanimously.