

SAILS Library Network
Membership Meeting Minutes
June, 18, 2014
Ames Free Library – Queset House
51 Main Street, North Easton 02356

Libraries in Attendance: Bill Schneller,(Berkley), Robert Rezendes, (Bristol Community College), Carol Julius, (Carver), Lynne Antunes (Dartmouth), Jocelyn Travares (Dighton), Manuel Leite, (East Bridgewater), Carrie Tucker, (East Bridgewater Schools), Uma Hiremath (Easton), Laurel Clark (Fall River), Dorothy Stanley-Ballard, (Freetown), Laurie Cavanaugh, (Holmes Library Halifax) Nancy Cappellini, (Hanson) , Olivia Mello, (Lakeville), Catherine Coyne, (Mansfield), Elisabeth O'Neill , (Marion), Susan Berteaux, (Mass Maritime Academy), Susan Pizzolata (Mattapoisett), Danielle Bowker, (Middleborough), Geoffrey Dickinson (New Bedford), Sarina Bluhm, (Norfolk), Frank Ward, (North Attleboro), Lee Parker, (Norton), Deborah Wall, (Pembroke), Mellissa Campbell (Plainville), Debbie Batson (Plympton), Edna Fergusson (Raynham), Laura Bennett, (Rehoboth), Gail Roberts (Rochester), Peter Fuller (Seekonk), Bonnie Mendes, (Somerset), Cindy St. Amour, (Swansea), Beth Smith, (West Bridgewater), Susan Branco (Westport) , Debby Conrad and Jayme Viveiros (SAILS).

Debby Conrad acting as secretary conducted the roll call.

The meeting minutes from the May 21 2014 membership meeting were approved with one correction – under new business: Manny Leite's name was misspelled. Motion to approve as corrected – Laurel Clark. Second – Bonnie Mendes. Approved.

FY14 Treasurer's Report

Warrant 12.14 – Carole Julius presented warrant 12.1.14 with the recommendation to approve. Eden Ferguson seconded that motion. Approved.

FY14 YTD – Debby presented the year to date financials. Nothing extraordinary to report. The network is continuing to move funds in its equity accounts. Cash on hand is where it should be.

Committee Reports

Long Range Planning Committee - Planning Process. Each library director will be asked to complete a short survey. Staff members will be invited to respond to their own survey. Directors planning meeting will be held on July 23 in Lakeville. Would like to have the plan completed by December 2014.

Personnel Committee – Introducing Jayme Viveiros – Member Services Librarian

Report on Executive Director's Annual Performance Evaluation

The Personnel Committee met with Debby on May 21st, 2014, for her performance review. It was agreed that in lieu of a salary increase the network would purchase a laptop of her choosing, which would benefit her and SAILS at the many meetings she attends. Also, a onetime payment to her retirement account will be made in the spring of 2015 if funds are available. The committee was also invited to participate in the interview for the new Member Services Librarian. That interview was held on May 28th. At which time Jayme Viveiros was hired. The committee would like to welcome Jayme to her new position at SAILS.

Revised language to the Personnel Handbook to reflect change from step increases to merit increases. This revision was approved.

Nominating Committee

Carrie Tucker will no longer be able to remain on the board representing the schools. Presently there is no one to replace Carrie, so the motion was made to accept the recommendations of the committee, minus the schools.

Motion to approve was made by Carol Julius- Seconded by Melissa Campbell, Vote approved.

Old Business

MLS EBook Platform- Still awaits budget availability; SAILS will do the billing for libraries that want to participate. Estimates for cost per library were made on the optimistic budget which is still in Senate. MLS realizes it is late in the fiscal year, and is willing to work with libraries with startup time. Be thinking about it and discuss with Trustee Boards. Direct questions to Steve at MLS. Decision may have to be made mid-year.

Blue Cloud Rewards – Eresources Central, Mobile Circ.

Debby reported SAILS Network has 9600 dollars in Blue Cloud rewards. This is money every library has contributed to through the payment of their annual membership assessment. Members decided we would wait to see what happens on a state level regarding E-resources. It was voted to use the rewards for Mobile circ which everyone can benefit from.

Motion made by Carol Julius, Seconded by Deborah Wall, Vote approved.

Blue Cloud Commerce - It is not ready. Members decided to table for now. Development team will get back to Debby with plan. Further testing will be available probably in the fall.

Commonwealth Catalog (Virtual Catalog) – Jamie reported on a meeting she and Laurie attended regarding common wealth catalog meeting. Some decisions still need to be made. Walter Stine from FLO oversees this project and will send out a time line. Auto graphics opened up documentation; still in

discussion. Focus of meeting was to show the product. Training should be available in August for library staff. Something will be sent out by the end of the week. There will be a form that patrons can fill out. Point to point ILL. - Once it is cut over, legacy system will be cut off for SAILS. Two phases this fall- first group SAILS, OCLN FLO, Bridgewater State, UMass Amherst, and Boston Public should be going live in August. Minuteman, CLAMS, MassCat and UMass Dartmouth could be later in the fall. Could stretch out for another year for remaining systems. From a patron point of view searching will be more like what they are used to. Debby indicated it was good for SAILS to be on the first implementation phase.

New Business

Debby requested that we reschedule the September Board meeting from September 17th, to September 16, as she will be flying out to Utah on the 17th.

On behalf the SAILS network, Frank Ward extended best wishes to Ben Phinney in his new position.

Executive Director's Report

Debby is off next week. SAILS is migrating to new help desk software which will be fully functional by July 1, 2014.

Creation of By-Laws Review committee – charged to review board composition

The By-Laws need to be opened and revisited as to the structure of the board composition. More specifically, the school members serving on the board. Difficult for school members to participate. A motion was made to vote to open the discussion of amending by-laws and approve the 22 K-12 members. Bonnie Mendes made the motion. Laurel Clark seconded. Vote approved. This committee will be chaired by Lynne Antunes as SAILS president.

Comments or questions from directors in attendance

Debby reported that the override for the Wareham Public Library failed. Not sure what this means in terms of their certification. The MBLC had outlined a course of action they needed to take. Will let us know details as they become available.

Adjournment

Motion to adjourn made by Laurel Clark, seconded by Olivia Mello, Vote approved.

Tour of Queset House Learning Commons followed meeting.