

Board Meeting of SAILS, Inc.
October 17, 2007

PRESENT: Jayme Viveiros (Acushnet), William Schneller (Berkley), Betty Gregg (Bridgewater), Carole Julius (Carver), Denise Medeiros (Dartmouth), Marilyn Greeley (East Bridgewater), Carolyn Longworth (Fairhaven), Keith Stavely (Fall River), Jerry Cirillo (Foxboro), Vicki Dawson (Freetown), Betsy Randall (Halifax), Nancy Cappellini (Hanson), Olivia Mello (Lakeville), Janet Campbell (Mansfield), Judy Wallace (Mattapoisett), Danielle Bowker (Middleboro), Robin Glasser (Norfolk), Frank Ward (North Attleboro), Elaine Jackson (Norton), Deborah Wall (Pembroke), Melissa Campbell (Plainville), Eden Ferguson (Raynham), Laura Dennett (Rehoboth), Bonnie Mendes (Somerset), Beth Smith (West Bridgewater)

President Jerry Cirillo called the meeting to order at 10:09 am.

Secretary Jayme Viveiros conducted the roll call.

Melissa Campbell (Plainville) made a motion to approve the minutes of the previous meeting. Danielle Bowker (Middleboro) seconded. Approved unanimously.

Treasurer's Report: Warrant 04.20.08

Nancy Cappellini (Hanson) gave the Treasurer's report. Eden Ferguson (Raynham) made a motion to accept the report as given. Frank Ward (North Attleboro) seconded. All in favor, motion accepted.

FY08 YTD Report

Debby reviewed the balance sheet. We are holding off in investing funds from the Money Plus Account. \$200,000 will be transferred to the Checking Account. The maintenance fee for Sirsi came due. Debby will roll over a note on Oct. 24th and purchase another 3 month note. Commercial paper has dropped slightly. No "news" about the budget.

Committee Reports

Budget

The FY09 Action Plan and Budget calls for a 2% increase in member assessments. There is a possibility that we will see reductions in the amount of assessments we collect because of library circumstances. Debby would like to reexamine the billing formula for schools and come up with something that makes sense for those members in order to keep them as members, in light of the competition SAILS is facing with MassCat. An ad hoc "school financing" committee was formed.

There is money budgeted to replace iBistro using local and LSTA funds. Debby would like to evaluate what the marketplace has to offer for OPACs instead of purchasing Sirsi's EPS product. There are other products available that have better capabilities.

Bonnie Mendes (Somerset) made a motion to approve the FY09 Action Plan and Budget. Melissa Campbell (Plainville) seconded. Approved unanimously.

PC Support Study

The PC Support program will continue at the current level of funding and staffing. The PC Support Study committee reviewed the comments submitted by library directors and analyzed the program's services and effectiveness and determined that there was a need to *clarify* what PC Support covers and does not cover rather than changing the intent of the program. An executive summary of the recommendations was given at the meeting. In addition, a recommendation was made to try to order computers sooner rather than waiting until the end of the fiscal year. SAILS will continue to monitor the program to make sure that it is meeting the expectations within the existing budget constraints.

Circulation Policy

The committee never heard back from the third party vendor regarding the telephone notification system. This project has been put on hold. Sirsi's product is expensive (\$30's). The project would also involve increasing the number of telephone lines; the network will need to decide whether or not it can really afford this service.

OLD BUSINESS

Bridgewater Public Library

The library is open to the public 15 hours a week. There are 8 staff members working about 20 hours a week. The library is filling holds, serving patrons and participating in reciprocal borrowing with the network. It is business as usual until the Board of MBLC votes in January to decertify them. They plan to apply for a waiver. The changes made to the profiles of Bridgewater patrons have been restored. Bridgewater residents will have their profile changed to "decertified", once the library is decertified. They will maintain their membership in the network and have access to the services, databases, etc.

Director's Station

The server has been ordered and will be delivered the week of Oct. 22nd. The same company that installed the e-mail server will handle this installation. Sirsi will install the software, including training staff on its use. It should take about 6-8 weeks to get it up and running. SAILS plans to have a live demo at the January meeting and will work to set up templates in the system.

NEW BUSINESS

SEMLS Membership Status

Debby shared an e-mail from Cindy Roach regarding the membership status of SEMLS. The Board voted not to renew their membership in SAILS for FY2009; they are giving SAILS one year's notice.

Overdrive Statistics

There will be a login for Director's that will allow them to run reports to gather more specific information/statistics from Overdrive. SAILS will also be able to be able to offer format specific statistics for the ARIS report.

MBLC Budget Hearing

Jerry Cirillo (Foxboro) and Melissa Campbell (Plainville) presented remarks at the state budget hearing held on Oct. 4th. A cap of 1.5% has been placed on all increases state budgets, which will impact what funding is available for the networks and delivery. In comparison with other state departments, the MBLG has not recovered from the cuts that occurred in 2001.

Statewide Publicity Campaign

Melissa Campbell (Plainville) spoke about some of the details of the campaign. A packet will be sent to all the libraries in January encouraging them to participate. There will be a website (geared for non-users) and an online magazine (with special advertising rates for libraries.) The group has also negotiated with the media for TV ads and radio spots, including add-ons from the stations that will double the money spent. Ads will run Jan-May, with a spot in June for Summer Reading. Ads in Sept-Dec will be geared for the parents of school-aged children.

Portal Committee

Laurie Lessner spoke briefly about the web portal, which will offer federated searching of the statewide databases. The group is focusing their efforts on making it usable to the public.

Executive Director's Report

Debby Conrad gave a summary of her report.

Frank Ward (North Attleboro) made a motion to adjourn. Judy Wallace (Mattapoisett) seconded. All in favor, motion accepted.

Adjournment

Meeting adjourned at 11:37am

Respectfully submitted,
Jayme Viveiros