

**SAILS Special Board Meeting
November 29th, 2012 2:00 P.M.
Conference Call**

MINUTES

Meeting called to order by Deborah Wall at 2:03 p.m.

Roll call – Gail Roberts

Libraries in attendance: Deborah Wall (Pembroke), Frank Ward (North Attleboro), Gail Roberts (Rochester), Olivia Melo (Lakeville), Susan Pizzolato (Mattapoisett), Sean Daley (Bridgewater), Janet Campbell (Mansfield), Eden Ferguson (Raynham), Debbie Batson (Plympton), Jerry Cirillo (Foxboro); SAILS staff: Debbie Conrad, Laurie Lessner

Directors Station

SAILS has had issues with Directors Station since mid-August. It is on a separate server, and runs a program every night, formatting daily statistics. It also holds data from 9/1/2000 to current day. The nightly report has failed to run. SIRSI has been manually inputting the previous month's statistics. The current server is over seven years old, and is running an old version of Directors Station. We have not been able to load the new release because of the age of the server. Debby has been holding off updating the releases, pending the release of Analytics Station, but we can wait no longer. With the end of the calendar year, some libraries need calendar year statistics. The server cannot be repaired, and we are very far behind in releases. Debby and Laurie have decided to get a new server.

The initial quote from SIRSI totaled over \$21,000, plus \$5000 per year for maintenance. Debby felt that this was too expensive, and instructed Laurie to look elsewhere. Laurie went on the Dell website, and is proposing a server direct from Dell for a little over \$4000. SIRSI will charge us \$50/year for maintenance. The total costs are: \$3800 for the server; \$5000 for SIRSI; there may also be a need for an outside consultant which may cost an additional \$1000. The costs do not impact the operational budget. SIRSI has confirmed that this server will be robust enough to hold all of our data; if there is a problem, we will go back to the old model of 5 previous years, plus the current year.

Susan Pizzolato (Mattapoisett) moved that Laurie be instructed to order a server from Dell, and we will get support services from SIRSI. Frank Ward (North Attleboro) seconded. Approved unanimously.

Timeline: Laurie will order the server today, with delivery in one week. The whole thing should be up and running by the first of January. Summary stats will be sent out as usual. There will be an article in the newsletter. This will mean a complete rebuild of Directors Station, but the look and feel will be the same. SIRSI will offer training.

Bookkeeper Interview

Debby, Laurie, and Olivia Melo interviewed a candidate for the bookkeeper position. The woman was a library trustee from Dighton, had been in the business field before having children, and wanted a part-time job to ease back into the field. The interviewers felt that she had a good business background, and had knowledge about libraries. Olivia, as Treasurer, feels she would be a good fit for SAILS and has approved the hire, and Debby will call the candidate about the job tomorrow.

Janet Campbell moved to adjourn. Olivia Melo seconded.

Adjournment at 2:21 p.m.

Respectfully submitted,

Gail Roberts
Secretary