LYNX! DIRECTORS MEETING
September 23, 2013
Held at Idaho Correctional Industries, Boise

Present: Mary DeWalt, ACL; Kevin Booe, BPL; Lacy Welt, CPL; Steve Bumgarner, EPL; Lisa Zeiter, GCPL; LeAnn Gelskey, HPL; Luise House, MHPL; Gretchen Caserotti, MLD; Mark Rose, NPL; Susan Ash, TFPL. Also present from BPL: Chrisanne Brown, Technical Services Manager.

Absent: Alyce Kelley, EMM

Chairman Steve Bumgarner called the meeting to order at 10:05 a.m.

Agenda: The Agenda was approved unanimously.

Approval of the Minutes: The minutes from the June 21, 2013 meeting were approved unanimously.

Strategic Plan Review: The Chairman suggested that he read the Plan and the Directors would discuss the various points and check whether there is "progress" or "no progress". Some changes, particularly dates, were made to the Strategic Plan.

Issue Number 1: How will LYNX! sustain relevant, viable collections and services for member libraries and their customers?

Review and discussion of Goal 1: Decision makers, opinion leaders, and stakeholders advocate for and fund the LYNX! Consortium.
>   All Libraries will send FY12/13 statistics to Kevin by October 10, 2013. He will use them in his presentation at the October HUG meeting.

>   Dylan (ACL) will set up a format to receive statistics from the libraries that will then be posted on the LYNX! website.

>   Mary felt that the Consortium had taken advantage of marketing opportunities though they were still looking for sponsors to place ads on the courier van.

Review and discussion of Goal 2: LYNX! cardholders have access to all collections.
Most of the strategies/activities have been done or are a continuing process. There was discussion about how to manage e-books, and all digital resources, in the future. Under Technology, the comment was made that adding the Discovery layer has been a challenge and that about half the users are still using the traditional catalog.

Review and discussion of Goal 3: LYNX! encourages strategic implementation and growth of relevant collections and services/LYNX! libraries seek out opportunities to strengthen collections and services.
The LYNX! logo has been used on the website and courier but there is still the opportunity to use it even more.

We have looked for group discounts on databases on a "piecemeal" basis. Gretchen offered to set up a GoogleDoc so that all libraries can state what databases they have and then a committee can decide if it is best to pursue a discount as a group.

There will be a Roundtable Discussion at HUG about what special/unique collections each library has and how to get that information out to all the LYNX! libraries.

Special Programming, this last year, has included Treasure Valley Reads and Stash for Cash. But there is always the potential for more programming to be shared among the libraries.

Strategic partnerships that were created this year were with the courier van, legislative advocacy, and the Treasure Valley Reads program.

Granting opportunities included Stash for Cash and PNLA Leads!

Review and Discussion of Goal 4: R & D of trends and models for services, business, and customers are a standard practice in LYNX!/keep current with trends affecting collections and services.
Directors and Staff will continue to monitor developments in publishing media and ongoing pricing structures. They have done this by some database group purchases and by having the City of Boise host the virtual servers for Horizon.

At the Roundtables at the HUG meeting, the Directors and Staff will keep current on services delivery methods and will also share observations of patron needs.

Training has been provided for staff on Enterprise and Portfolio. HUG meetings have also provided training on various topics.

Mark felt that there needed to be a discussion about a central sorting place in the future for all the books that are moved around the valley – possibly hubs in different areas of Boise. It was stated that a budget would need to be created for this.

Issue Number 2: How will users' needs and habits shape how LYNX! deploys technology?

Review and Discussion of Goal 1: Users find LYNX! technology easy and friendly.
Kevin said that he and Chrisanne will develop a matrix of ILS applications from each benchmarked library so that they can be compared to the LYNX! ILS. This would be done by May 2014.

BPL has done a survey asking patrons about the ILS system. He didn't use Survey Monkey but one like it and also used traditional methods. It was about 50/50 whether they liked it or not. Kevin said he would send the questions to each of us. He kept it simple – just 3 to 5 questions. He mentioned that he would like to do it with a mobile app also.

NPL and BPL have done some work on creating a demographic profile of LYNX! users. Mark mentioned that he was not sure what it gave him that will be valuable but he did say it is good for showing areas that are not "tech suavy".

Review and Discussion of Goal 2: Research and development is a standard practice in LYNX!
An ILS and Technology Committee has been established. Steve will send the List of Tech People to the Directors again. Kevin will do a Charge document for the Committee. A graph will be created to show the dates for projects. Gretchen will be the Director Liaison for the group.

Portfolio and Freegal are some of the technology topics that have been brought to the Directors. Gretchen will continue to work with the Subcommittee to bring timely topics to the Directors. They will also work on how to conduct a focus group of library users to obtain information about users' tastes and opinions.

Review and Discussion of Goal 3: LYNX! deploys technology quickly, successfully, and consistently.
Lisa said that she has been a Director Liaison for the LYNX! LIT group and will continue to do so. This group has a lot to do with Horizon computer issues and people. It is different than the ILS and Technology Committee which is more about the technical issues.

Only the City of Boise was identified as a key financial partner since they now host the virtual server. It is hard to find potential financial partners and there were no real suggestions.

Issue Number 3: How will LYNX! identify, structure, and support consortial responsibilities and initiatives?

Review and Discussion of Goal 1: LYNX! organizational structure will support the mission. The organizational structure will be clearly defined, reviewed, and implemented.
All the Consortium committees have been identified with the name of the groups, the current meeting schedule, and regular attendees from each library.   The information will always need to be updated on a regular basis. It was felt that it was not necessary to start a Collection Development group at this time.

Four Committees – Directors, Circulation Group, Horizon Users Group, and Library Information Technology Group – meet on a regular basis. The Cataloging Group, Interlibrary Loan Group, Acquisitions Group, and Serials Group would be considered ad-hoc committees and would meet as needed. Not all of the LYNX! committees are submitting a schedule of meetings to the Directors. This needs to be done. It was also mentioned again that the Summer Reading Committee is not part of LYNX!

There was discussion about the LYNX! website and how effective it is for staff to use. LeAnn offered her IT person, William Lamb, to become the Webmaster. It was decided that the Secretary would post all information from the meetings to the Webmaster.

Review and Discussion of Goal 2: Staff understands and supports the LYNX! mission and contributes to its achievement.

Various training opportunities were available for the different library staffs this past year. Eleven people attended COSUGI in Salt Lake City. All of the libraries were represented at the LYNX! HUG Conference.

It was discussed that a Point Person from the Directors' Group needed to be a link to the Committee chairs. This will be set up.

Only when the budget allows it, will there be funds or assistance with trainings for the committees.

Resource sharing opportunities will be posted on the LYNX! website for all staff.

There was discussion about how to make sure that the various library staffs understand the role of the LYNX! Consortium. Kevin mentioned some talking points and that he makes sure that his staff understands that each library is a separate entity and that he, along with the other Directors, does not set policy for other libraries.

Annually, the Directors will evaluate the success of the plan.

Mobile Apps: Gretchen started the discussion and asked if anyone was working on getting a mobile app. It was explained that the libraries have Bookmyne from SirsiDynix but it is not effective. Gretchen will take the idea to the Tech Group. Kevin mentioned that patrons want the catalog, location and to be able to check their account. It was also stated that Mobile Circ would be offered soon from SirsiDynix but at an additional expense.

Mark asked about NewsBank. Everyone agreed that it was too expensive and no one was interested at this time.

HUG Update: Lisa presented the proposed agenda for the October 24th meeting in Eagle. It was approved. She asked that everyone wear their work nametags. Steve passed out the lunch menu and we are to e-mail him with number of people attending and choice of sandwiches.

Health Insurance Benefits: Mary started the discussion that some employees might have to drop their plans and adopt the government plan. She, being from a District Library, was asking for information from the City libraries. Kevin said he had been to a workshop about the Affordable Health Care Act and said it was very complicated. There was discussion on the available options to provide health insurance for part-time employees who are over 30 hours.

Selection of Officers for next year: It was moved, seconded, and carried (MSC) that Lacy Welt will be the Chairman and that Gretchen Caserotti will be the Scribe next year. It was discussed about having two year terms. Instead, it was agreed that the Scribe would then move into the Chairman position the following year.

It was also decided that RFID would be discussed at the next meeting.
Next Meetings:
October 24, 2013 – LYNX! HUG Conference at Eagle Public Library
October 25, 2013 – Directors Meeting at Eagle Public Library