

**LYNX! Directors Meeting
January 19, 2018
Ada Community Library
Victory Branch**

CALL TO ORDER: at 10:02 a.m. by Tara Bartley

PRESENT: Claire Connely (NPL), Alyce Kelly (EPL), Tara Bartley (TFPL), Steve Baumgarner (EPL), Gretchen Caserotti (MLD), William Lamb (MHPL), Lacey Welt (CPL), Shanna Decker (BPL), Mary DeWalt (ACL), Kevin Booe (BPL), Lindsey Pettyjohn (GCPL), LeAnn Gelskey (HPL) via video

Kevin arrived at 10:09 a.m.

AGENDA REVIEW: Tara request the Circ Report be moved to accommodate Ada staff. Additionally, Tara would like to add communication in libraries as an agenda item. Gretchen moved to approved the revised agenda. Seconded by Claire. Motion carried.

APPROVAL OF THE MINUTES: Mary moved to approve October 20, 2017 minutes. Seconded by Steve. Motion passed.

ICFL REPORT: Kevin Tomlinson was present and introduced Allison Floyd who is the commission's new LiLi Librarian. Allison discussed LiLi.org and advised that the new bid for resources has been released and will become active July 1st. Kevin discussed programs and possible training opportunities the commission may be providing in the future. Everyone was reminded eRate deadlines are earlier this year.

LIT REPORT: Gretchen reported on LIT and noted that the LIT group has elected a notetaker. The group will be looking at their charter and possibly revise it as necessary. Federated searching has been an issue for a lot of libraries and will be something that needs to be looked at if it is cost effective to keep for all libraries. Directors discussed the LIT survey that will be forthcoming. More information and potential questions will be presented at the April meeting.

CIRC REPORT: Julie Cole with ACL provided an overview of the Circ meeting including a discussion on self-checks. The circ group is working on different reports that will assist with keeping records updated and clean.

LYNX! FINANCIALS: Kevin reviewed the financials. Directors discussed this year's cost share numbers that were sent out. Kevin advised that this year's cost share will be the same cost as last year. The cost share formula may have to be revised as the current formula is based off of SirsiDynix. Shanna will talk with Polaris regarding how they reach their annual maintenance costs. Gretchen moved to approve the financials. Steve seconded. Motion Passed.

LYNX! WEBSITE UPDATE: Gretchen and Lindsey provided an update on the new LYNX! website. Discussion included recommendations to keep the director information open to the public while keeping the other groups password-protected. Minutes will be retained indefinitely and all other documents will be replaced as needed. It was decided that each group note taker would have their director liaison review documents before they are uploaded to the website. The new website will be finalized before the April meeting.

OPEN ACCESS REPORT: Pulled from agenda

ILS UPDATE: Shanna reported that EDI licensing is available for Rainbow books. There would be an associated cost for that capability.

TECH SERVICES REPORT: William reported that the tech services group will be holding an in-person meeting in February to discuss recent issues regarding duplicate records being imported and acquisition records being used for circulation. Directors discussed the best way to resolve issues that may arise and it was suggested that on-going issues should be reported to the tech services director liaison who will then bring forward those issues.

KUNA UPDATE: Gretchen reported that Kuna has decided to hold off on joining LYNX! for the time being.

CONSIDERATION TO UPDATE LYNX! DIRECTORS BYLAWS: Tara noted that the bylaws listed on the LYNX! Website had the wrong meeting months and William sent out a revision with the correct meeting months. Kevin moved to approve the revised bylaws. Claire seconded. Motion Passed.

ANNUAL COMPENSATION COMMITTEE: Lindsey reported that the annual compensation is up for review. Claire, Lindsey and Kevin will complete the review and it will be presented at the next meeting.

PROGRAM COLLABORATION: There was a discussion on how each library handles presenters and any payments for those presenters.

BOISE HAWKS PROGRAMMING: Gretchen advised that the Boise Hawks would be doing their summer storytime program this year as well. There was a discussion regarding different programming opportunities as well. Any library interested in the Boise Hawks program should get in contact with MLD for more information.

STRATEGIC PLAN REVIEW: There was a discussion regarding the strategic plan and how it relates to individual libraries. Directors will look at the Strategic Plan and bring forward the most important items that need to be addressed at the April meeting.

COMMUNICATION IN LIBRARIES: Directors discussed how each library handles communicating with staff in their libraries.

ROUND TABLE SHARING:

ACL: Finishing RFID tagging, two branches currently complete. Kicking off Read Me on February 1st.

BPL: Moving forward with an architect firm for the Main Library project. Hired a new communications manager.

GCPL: In the middle of RFID tagging. Put a new wrap on bookmobile with mascot "Gary" and friends.

NPL: Looking into new RFID pads. Hired a new Youth Services supervisor.

EPL: Recently upgraded furniture including new end panels.

TFPL: Working on programming and upgrading facility equipment. Looking at options for bookmobile.

EMM: Vehicle recently ran into the library. PC management software is up and running. Hiring new circulation clerk.

MLD: Exploring new partnerships. Tiny library will be opening May 25th. Working on revising policies and implementing staff training based on those revisions.

MHPL: Finishing RFID tagging. Will be getting self-checks in the next few months. Looking at staff restructuring options.

CPL: Working on Strategic Plan. Recently hired new circulation supervisor.

Adjourned: 1:10 p.m.