

## **LYNX! DIRECTORS MEETING**

July 21, 2017

Mountain Home Public Library

### **MINUTES**

**CALL TO ORDER:** By William Lamb (MHPL) at 10:00, Present: Steve Bumgarner (EPL), Lindsey Pettyjohn (GCPL), Alyce Kelley (EMPL), Tara Bartley (TFPL), Claire Connely (NPL), Shanna Decker (BPL). Late: Mary DeWalt (ACL). By Phone: Gretchen Caserotti (MPL), Kevin Booe (BPL), Lacey Welt (CPL). Absent: LeAnne Gelskey (HPL).

**AGENDA REVIEW:** Added Juvenile fines discussion.

**APPROVAL OF THE MINUTES:** Lindsey moved to approve April 28, 2017 minutes. Seconded by Alyce. Motion passed.

**LYNX! FINANCIALS:** Kevin reviewed the financials. Gretchen brought up an old open account that was originally for purchasing a courier van. All of the libraries in open access contributed to the account. Kevin will have Keri look into it. Gretchen and Kevin will discuss what to do with the account.

Tara moved to approve the financials. Steve seconded. Motion passed.

**LIT, AND TECH SERVICES REPORTS:** Gretchen reported on LIT and reviewed the Summit survey. LIT's next project will be working on a share space and repository for IT knowledge.

William reported on Tech Services. They are working on a Cataloging Agreement. They have a draft, but are refining it.

No report from Circ Managers

**OPEN ACCESS REPORTS:** N/A. Nobody knew who put this on the agenda or why.

**UPGRADE INFORMATION:** We bought a separate server to run Vital, which replaces Fusion. Staff are getting trained. All libraries can participate if they wish. Polaris will get an upgrade on August 26<sup>th</sup>. The new PAC will have a responsible design, meaning the look with change depending on which device is used. It will also have a related word search. LEAP will have a bib, Authority, or item record delete function and an ILL work form will be available. There will also be record set management, the ability to create and delete, in LEAP.

**CUSTOMER CREATED USER NAME EXPERIMENT:** Shanna strongly recommends not going forward with this idea because staff cannot see the username, so there would be no staff assistance. Also, the entry must be exact, making user error more likely. Also, this would be a global change, so it would take a lot of staff time to work. Finally, it would allow patrons to have 2 accounts on some 3<sup>rd</sup> party vendors. Directors agreed to forgo this update and stick with library card number and pin.

**COLLABORATIVE PROGRAM AND DATABASE OPPORTUNITIES:**

Emmett is joining MTN Home and Eagle on Envisionware. Emmett does not plan to renew Brain HQ, as well as most of the other libraries. Ada and Eagle may continue forward.

**ICFL REPORT:** Kevin Tomlinson spoke about programs offered through ICFL.

**LYNX WEBSITE:** The LYNX website is still Drupal and ICFL is moving to WordPress. The LIT group will help the migration but they need input on what information to migrate. It was discussed the Secretaries of each group should be responsible for maintaining their section of the website. Lindsey and Gretchen will meet to flush this project out more.

**JUVENILE FINES:** Meridian is looking to eliminate overdue fines from juvenile items. This will moderately affect other library's revenue. Gretchen reviewed how much in fines each library received from Meridian items last year. Overall consensus from the Directors was the impact would be minor and supported Meridian's move.

**HOTSPOT RECORDS:** Tech Services would like Directors approval to merge hotspot records. Lacy will talk to her Trustees regarding a policy change in how they handle hotspots and if they approve, Tech Services can proceed in merging the records. A brief discussion then occurred regarding sending letters to patrons citing that Idaho Statue states Libraries can charge patrons for theft if they do not return digital items. Meridian is looking to start this letter. Boise already sends a letter.

**PUG Summit Debrief:** Discussion about the Summit. General consensus was that every other year should be fine for a LYNX Summit verses every year.

**REVIEW OF STRATEGIC PLAN/NEXT STEPS:** Discussed and reviewed Issue No. 2 of the Strategic Goals. Key points:

- Upcoming Polaris install will help in the accomplishment of Goal 1.
- LIT group will look at a survey of patron's general technology use and access once other projects are completed.
- Once this survey is complete, the Directors will need to create a committee to "develop a list of technology priorities for the consortium"

- Goal 3 will need to wait until survey is complete as well.

We will discuss and review issue No. 3 issues at the October meeting.

Anna presented on the Collection Development Project. The proposal is to have a team look at creating a survey for the Libraries. The team will meet for 2 days. They will develop the questions, request libraries to complete the survey and analyze the results. This project is slated for the fall. Lindsey motioned the Directors approve this project. Mary seconded. Motion moved.

**ROUND TABLE SHARING:**

MTN – Home – Working strategic survey next months. City will do a levy for a new roof and interior fixes including carpet.

Nampa – Moving to Pharos and creating an academic behavioral learning collection for people with special needs.

Ada – Seeing an increase at Avimore, so will be adding more lockers. Will be going with Envisionware RFID in October

Boise – Working main library project. Bown is open.

Twin Falls – Going live with time management software created by Adam. Public computers are moving to Linux.

Meridian – Finished Strategic Plan. Looking at opportunities for branch expansion.

Emmett – Saw a 60% increase in SRP participation by partnering with Parks and Rec.

Eagle – Will implement Virtual Reality soon.

Caldwell – plugging along.

Hailey – RFID is complete. Expanding hours to 51hrs.

Garden City – Working on upgrade to SAM 10. RFID will move forward in the Fall.

**NEXT MEETING:**

October 20, 2017 – Nampa @ 10:00

January 19, 2018 – Ada @ 10:00