

LYNX Directors Meeting Minutes  
4/15/16

Present:

Chris NPL, Mary ACL, Tara TFPL, LeAnn HPL, Gretchen MLD, Lacey CPL, Alyce EPL, Shanna BPL, Kevin BPL, William MHPL, Steve EPL

Gelsky called the meeting called to order at 10:08 am.

The minutes from the January meeting were approved, MOTION made by Tara to approve minutes, seconded by Gretchen. There were no changes to the agenda. Patrick Bodily unable to attend meeting but would gladly field a list of questions we put together. Chris will share information about statistics that Patrick shared with him.

Tabled Financials & Agreement items until Kevin Booe arrives

Committee Reports

Circ Managers - Alyce

Reports - custom reports, anyone can access consortium-wide

Discussion about statistics that would be pulled from ILS. Goal to be consistent w/in consortium. E.g. Teen collections, are some putting in Adult and some in Juv stats at end of year?

LIT Report - Gretchen

Holds when offline - Shanna will follow up with Circ Managers about triggering holds

Discussion about organized training LIT, Circ Mgrs and Cataloging - goal to capture information while fresh, divide and share the burden of the work, Circ Mgrs want to wait 6 months, Adam & Dylan working on researching technical components, to be continued

No other groups have met to our knowledge

ILS Report - Shanna

Thanks for sending staff to training. Fusion is Polaris product for digital collections. Homebound module being worked out. Community profiles was also purchased, be available for the PowerPAC (ability to push publicity type materials over the PACs) and each library take care of on their own. Gratitude expressed for the online trainings (webinars). Training database will be down this weekend. Doing a major re-index, removing column in bib records (call numbers will be in item records), should be back up on Monday. Have been some additional costs, some costs came in package in Horizon does not come in Polaris (e.g. Microsoft products that underlie the database like SQL). Accessing by terminal servers, member libraries shouldn't need additional software to run it or incur additional costs. Additional licenses may need to be purchased for some libraries to access MARC records, Boise will let everyone know as that develops. EDI for acquisitions license should be for all libraries included in the contract. If you do less than 50% of your materials through B&T or Ingram might not be worth it. If library decides to go through alternative vendors such as Midwest Tapes, will have to pay for an EDI

license. Shanna, Brad and Barb went to IUG. LEAP is better interface, encouraging libraries to start on that. LEAP training info has been distributed already (training group). Does work with RFID. Simply Reports, 50 licenses but works differently than Horizon. 3 licenses per organization + additional license for each branch + admin logins. Puts close to 50 already so groups need to make decisions about who will have the logins (shared) and how to use within your own system. Once reports are written and published can be used off the client.

#### Auto-Renewals Discussion

Garden City and Emmett really rely on fines/fees as revenue stream and auto-renewal likely impact both circ and total income. Garden City expressing concerns about the impact of this decision. Smaller % of total income for Hailey. Boise looking at but may not opt-in since have such generous lending period, doesn't get complaints about it. Philosophical discussion around fines as barriers to use (maybe not as big a barrier as transportation for example). When libraries filled out ILS worksheets, if indicated yes or no BPL is using that data so if have changed mind, please contact Shanna. May be better to start small and expand vs start with it and take it away if not working. BPL encouraging libraries to take the time to explore the issue thoroughly.

#### Financials Report - Kevin

Reviewed income and expenses. Hardware & Software expect to go up with Polaris from \$86k to \$94k. BPL pays total cost up front in Oct each year then member libraries pay them. Presented FY17 consortium membership fees. Polaris doesn't bill on number of PCs as we did with Horizon so this cost is pro forma for now, but safe numbers to budget with. If actual is less, Boise will absorb the costs. Will send digital copy over email. MOTION made by Alyce to accept the financials, seconded by Chris, all in favor motion carries.

#### Open Access

Lindsey prepared. Brief review. No motion needed.

#### LYNX Agreement - Kevin

Boise City Council approved it 2 weeks ago. Kevin will get pdf copy to all of us. Thanks to everyone for getting that done. Don't have to do again for 5 years.

#### Digital Offerings

ComicsPlus - ACL is out, price too high. Others can regroup and go back to refresh pricing.

Artistworks - more libraries want to join in, may drop prices even further

Lynda - MLD & BPL already offering, pricing based on population size, exploring options since smaller libraries in consortium may be cheaper to go on their own. Desire for ICFL to pay for the state. Keeping it on the table for now, Mary will continue to work through pricing and options.

Chris will explore alternative funding (grant).

Hoopla advice from BPL - hide abridged audiobooks, more expensive and patrons check out but don't listen to. Pay per use model hard for them. Top circ is audiobooks and they already offer them in OverDrive.

Indie-Flix not performing well with all libraries, Nampa doing well with their marketing of it. Others will try new strategies and keep for a year.

#### United Way Book Drive

Opportunity to promote LYNX better next year, interested in having bookmarks designed and printed? United Way gets really good publicity, could help elevate libraries in Treasure Valley with this program since aligned with our work already.

Park City, UT brain challenge not summer reading

Nashville, TN points-based system, not calling it summer reading

Emmett exercise your mind theme, Hailey not doing summer reading this year.

#### Revision of LYNX Guidebook

<http://lynx.lili.org/files/lynx/lynx-guidebook.pdf>

Lots of outdated content both on public and staff sides of LYNX website. Now that Agreement is approved, other standards docs can be updated. Kevin (BPL) will work on those docs. Mary will have Dylan pull old content off the site. LeAnn, Gretchen & Lindsey will work on getting the right, current versions of other docs (e.g. Strategic Plan) to Mary/Dylan

\*Kevin proposed renaming Consortium to Cooperative - encourage we put on agenda for next meeting for discussion and everyone think about what information we might need to make that decision. What that decision might entail.

#### Round Table

TFPL: Situation with local police/attorney and push back against getting a search warrant seen as obstructive. Piloting moving to Linux, Adam writing a time management system as well. BPL liked mobile reservation feature with Pharos, price is high for the product.

\*GC talk to Adam about writing in 3D printing queue feature to his product?

ACL: 5th birthday at Lake Hazel. Policy question about handling petitions (surveys) on grounds. NPL & BPL say 20 ft from door, but may not hold up in court (free speech right) but can bar them from coming inside the library or barring the door can be asked to move aside. Attorneys can interpret law differently so stick with your policy as you have it to be consistent

NPL: Working with DOL and NNU to provide workforce development programs, closing the gap on soft skills. Fall rollout, all in-person classes, curriculum still being developed, conducting a survey of local businesses to identify their biggest needs, RFPs for curriculum.

EPL: Started new Memory Care collection (60 different tools/kits) with games & brain activity tools is very successful.

MHPL: Partner with Parks & Rec to open tech center, will pilot leasing computers. Still having problems with roof leaking.

BPL: Bown Crossing branch in construction, on target for winter opening, a bit ahead of schedule. Planning for February 2017 opening. Discovery Center pop-up STEM classes partnership. Boise Codes project came from big funding. Soon announcing Vision Project for the Main Library (options) including revitalization of 8th St corridor. Raised \$1.5M in outside funds last year. Goal to raise \$15M in 3 years for new main library. New Facility Plan coming, look for smaller niche libraries (lease) to expand. William & Kate asked to sit on Hackfort planning committee, Kevin helping with Treefort. Boise City survey, last year 76% quality of service jumped to 88%. BPL customer satisfaction is at 98% (library does that survey). Ranked higher than fire services. 70% of citizens use library at least once a year.

EPL: Good results with Make It and Take It events. Board feels library needs to offer more programs. Focusing on STEM, suggestions for kits (e.g. C of I has planetarium kits). Close to getting a staff member to oversee events/programs.

CPL: Close to wrapping up RFID conversion, adding self-checks & gates soon. Got a good grant for foreign language materials in collections from Troxell Foundation, looking for suggestions on where to buy.

MLD

Food Truck Rally tonight!

unBound going great - job skills program with local businesses

Need chair/co-chair for citizen committee - bond in the fall, South Meridian joint-use project

HPL: What the hell was I thinking?! Staff training for ILS, fewer staff working on Phoenix Project, things feel tight, got RFID but no staff to implement so on hold. Got a STEM grant through Calibri.

ILS Communication Plan

BPL drawing up key points for messaging, nothing further at this time. Info was shared over email.

Meeting adjourned at 1:20pm