

## **LYNX! DIRECTORS MEETING**

January 20, 2017

Meridian Library District – Conference Room

### **MINUTES**

**CALL TO ORDER:** By Gretchen Caserotti (MPL) at 10:15, Present: Lindsey Pettyjohn (GCPL), Mary DeWalt (ACL), Tara Bartley (TFPL), Chris Cooper (NPL), William Lamb (MHPL), Shanna Decker (BPL); Kevin Booe (BPL) called in at 10:15 and left at 11:45.

**AGENDA REVIEW:** None.

**APPROVAL OF THE MINUTES:** Kevin moved to approve October 15, 2016 minutes. Seconded by William. Motion passed.

**LYNX! FINANCIALS:** Kevin emailed financial reports prior to the meeting. He noted during the meeting that no quarters from this fiscal year are included. We should see final Polaris numbers around June 1<sup>st</sup>. We do not expect to see any large increases. Mary motioned to accept the financials, Tara seconded.

**LIT, AND TECH SERVICES REPORTS:** Gretchen reported on LIT. Dylan, LIT Chair is leaving. Adam will take over as new Chair. LIT is planning the summit in April. Please ask your staff to fill out the survey they sent out. Discussion was held about expectations of being on a LYNX group. Staff should show up to participate, not just listen.

William reported on Tech Services request to re-write the cataloging agreement. Lindsey motioned we approve the request to re-write the cataloging agreement. Mary seconded. Motion passed.

Camille reported on Circ Managers during lunch. Reports are their #1 priority. They will share their Polaris wish list with the LIT group. They are also working on updating consortium standards.

There was a reminder for all groups to be posting their minutes to the LYNX Website and to get Charters posted on the LYNX Website.

**OPEN ACCESS REPORTS:** (Shanna)

- Please remind staff to NOT contact Polaris directly. We all need to go through Brad and Shanna.

- Brad is upgrading the training server 1/31 and the production server on 2/6. We will do an index of the system at that time as well.
- Polaris does not “top out” fees. Fees can still be \$10 for a \$3.99 item.
- The new upgrade will allow us to create new item records in Leap. Polaris continues to move away from client and toward Leap.
- Lindsey noted we need to create the Compensation Committee of 3 Directors. It will be Lindsey, Kevin, and Tara.

**COLLABORATIVE PROGRAM AND DATABASE OPPORTUNITIES:** Good discussion held on various systems, databases, services, etc. Nampa is looking into knowledge city. Meridian is looking into vlogistics.

**KUNA MEMBER SURVEY:** We did not have the survey for this meeting. Decision was to wait to discuss until the next meeting, when we were able to review Kuna’s survey. Shanna reported it would cost \$30K for Kuna to join this year (for the migration), \$12K cost share (not including courier), and \$11,600 per year for the additional work stations.

**REVIEW OF STRATEGIC PLAN/NEXT STEPS:** Gretchen will put Strategic Goal tasks into a spreadsheet and email them out to Directors. Directors should take on tasks that are important to them and that they can accomplish. At the next meeting we will review any tasks that have not been taken on, and discuss if the tasks still need to be accomplished. After that we will discuss one issue from the strategic goals at each staff meeting.

**ANNUAL REVIEW OF COMMITTEES CONSIDERATION OF A NEW GROUP FOR COLLECTION DEVELOPMENT:** Mary started a discussion on creating a new Collection Development group. It was discussed that a good solution would be to expand the Technical Services group to include Collection Development topics, such as resource sharing.

**CONSIDERATION TO REVISE THE CURRENT CATALOGING AGREEMENT:** See LIT, and Tech Services Reports.

**LUNCH:** Meridian presented on a Hawks Partnership this summer. Last year they read stories prior to the game at 5 games. They are looking to do this again this summer and are offering the opportunity to other LYNX Libraries. Benefits include library logos on Hawks materials, story times for 8 games, marketing to 3,000 attendees each game, and possible mascot events. Sponsorship would cost \$2K total. Contact Gretchen if interested, and to discuss cost share.

**CONDUCTING SUCCESSFUL SURVEYS:** Discussion was held on strategic surveys. There was a suggestion that we start a google folder in order to share information like this. Gretchen volunteered to set it up.

**SET MEETING DATES AND LOCATIONS FOR 2017:** The Circ Managers calendar was discussed. It was decided we should follow the same format. We will go alphabetically. Every July meeting will be held at a library not in the courier route. These libraries will be rotated alphabetically as well. Next April will be an exception as we will be at Eagle for the Summit. Please see attached schedule.

**ROUND TABLE SHARING:**

MTN – Home – Dealing with roof leaks. Adding graphic novels. Discussed patron who has been selling Friends books. The companies Better World Books and Fortune Book Agency were mentioned as a possible solution to getting Friends selling their items online.

Garden City – Working on getting computer lab working well. Decided to stick with Comprise/SAM. New logo is complete. Working strategic goals.

Nampa – Shared their annual report, a great advocacy tool. Working strategic goals. Started a new gallery space. Plan to use the lobby as exhibition space.

Ada – Dylan resigned. Re-organizing staff. Developing a Collection Development position.

Boise – Bound Crossing should open in March/April. Working main library vision project. Hoping to start 2021.

Tara – Working strategic plan. Working new computer system. Working to get books in order.

Gretchen – Finished audit with clean results. Working asset/inventory list. Hiring a few positions and doing a bit of reorganizing of position. Unbound is circulating camera lenses and will soon circulate bikes. Will be working facility issues this year.

**NEXT MEETING:** April 28, 2017 during consortium summit in Eagle.

July 21, 2017 – MTN Home @10:00

October 20, 2017 – Nampa @ 10:00

January 19, 2018 – Ada @ 10:00