

**LYNX! DIRECTORS MEETING**  
June 21, 2013  
Mountain Home Public Library

**Present:** Mary DeWalt, ACL; Steve Bumgarner, EPL; Alyce Kelley (WebEx), Emm; Lisa Zeiter, GCPL; Luise House, MHPL; Mark Rose, NPL; Susan Ash, TFPL. Also present from BPL: Chrisanne Brown, Technical Services Manager and Lorna Thorne, Circulation Supervisor.

**Absent:** Kevin Booe, BPL; Elaine Leppert, CPL; LeAnn Gelskey, HPL; Gretchen Caserotti, MLD

Chairman Steve Bumgarner called the meeting to order at 10:15 a.m.

**Agenda:** The Circulation Meeting update was added. Also Lisa asked to talk about Elaine's Retirement later.

**Approval of the Minutes:** The minutes from the March 22, 2013 meeting were approved unanimously.

**Technology Update:** Chrisanne discussed the Tech Update document that she had e-mailed to everyone. She asked that all libraries report to her the number of client computers (PCs) by July 15<sup>th</sup>. This includes self-checks. The changes for the Consortium Directory will be distributed PDF format via e-mail. The original estimate for the ILS Virtualization was \$11,000. The City of Boise was able to cover all but \$2600. The LYNX! Consortium Cataloging Agreement was handed out showing some revisions. It needs to be changed to more general terms because of RDA. It was suggested to have the catalogers meet, either over e-mail or at the HUG meeting in October. It might also be a good idea to clean up the files since this has not been done in seven years. Chrisanne will look into pricing for this. Barb will be gone the week of the Horizon and Enterprise Upgrade (June 26<sup>th</sup>). It is supposed to help glitches with PayPal. The Buy It Now! will also be an option. Burley and Jerome are already using it. Information was handed out and a five minute video was shown describing the process. A "Buy It Now!" button would be displayed next to the title. A patron may purchase the book from Amazon and a percentage would go back to the patron's library. Portfolio has been purchased and the initial training will be at Boise on July 12<sup>th</sup>. SirsiDynix is still working on eResource Central – product that brings downloadable materials in to the catalog. The current focus is on single site catalogs but soon there will be Consortium testing. There was little interest in Stock Rotation – it is expensive and only appealed to libraries with branches. That brought up discussion about looking at a new ILS system. Chrisanne will check on this with Kevin but thought that the time line showed that it would be discussed in FY 2015. There was discussion about MobileCirc. Some wanted to know if there can also be Mobile Registration. Lisa had a question about daily reports from Enterprise on what search terms are being used. She is no longer receiving it. Chrisanne will check on it.

**Circulation Report:** Lorna reported about the Circulation Meeting that was held June 13<sup>th</sup> at Meridian. She talked about accepting payments at other libraries when an account has gone to debt collection. Only Caldwell uses CBI and the customer must contact CBI – other libraries should not take any payments. Susan stated that in the Circulation Agreement it talks only about accepting payments under \$10 (fees and fines) and that TFPL would not accept partial payments, even if under \$10, for any debt

collection. Lisa also said that they do not accept partial payments. Lorna agreed but stated that BPL cannot guarantee that it won't happen. It was decided that the Circulation Standards need to be looked at again.

**Financial Report:** Kevin had e-mailed the reports to all the directors. There was discussion about whether the account could be changed in order to get a better interest rate. Chrisanne said she would ask Kevin about it but thought it was in a State Pool.

**ILL Standards:** LeAnn was absent and therefore there was no discussion about the standards for Interlibrary Loan and renewals.

**Compensation Procedure for Boise-Nampa MSA - Open Access Compensation:** Lisa said the group met in February to discuss status. Four groups or points were discussed: 1) Family Members who have cards at three different branches. They show up as three unique households. 2) Triple Dippers – same family goes to three or more libraries to attend programs, check out books, etc. 3) Address Clean-Up. It was suggested that this would be outsourced to a vendor to clean up. Unique will be contacted about their service. Susan asked if all libraries would have to be involved since TFPL is not in Open Access. 4) One home library use – how much is the patron using home library vs. other libraries.

There was discussion of limiting Open Access but it was agreed that it would probably not happen. Both Steve and Mark said they had never heard of this situation before moving to the Treasure Valley. They said that libraries would just use reciprocal borrowing.

Lisa discussed some changes that need to be made to Appendix B. She talked about what monthly reports are being used for data and how that fits into the time line. It was MSC that both reports will be from December data. It was also MSC that the Compensation Team will file a compensation calculation to each Director by February 25<sup>th</sup> and that Compensation disputes will be addressed by March 25<sup>th</sup>. Lisa said she will send out these changes on Open Access to all Directors.

**HUG Conference:** The LYNX! HUG Conference will be on Thursday, October 24, 2013 at Eagle Public Library. The agenda was handed out and discussed. The lunch budget will try to stay at \$10 to \$12 a head. It was suggested that there should be a RDA workshop that gives a general view for all – not just catalogers. There will be Round Tables for Circulation, Cataloging/Acquisitions, IT, and Interlibrary Loan. There will probably be a session on RFID which includes the Inventory/Sorter. TFPL will do a demonstration on Freegal. There will be a Panel of Local Tech Talent which will include Adam, Dylan, Brad, Barb, and others. At this point, a list of LYNX! Consortium Tech Leaders was handed out. Mary offered to have the conference videotaped! (FYI - The BSU/BYU game is at BYU this year on that weekend.)

The Directors Meeting will be held the next day, Friday, October 25<sup>th</sup> at Eagle. If anyone needs to stay Thursday night, the Hilton, that is only four blocks away, was recommended.

**Elaine Leppert – Retirement:** Elaine's retirement party has been postponed. The Directors signed a retirement card and included a gift card. She is wished the best in her retirement.

**Consortium Membership Standards:** The FY2013 Compliance Report was handed out. At the last meeting, it was MSC that Facilities #7 should read “What is the size of your main library or largest permanent library structure?” There was discussion that there should be a minimum qualifying standard. There was also discussion of what is a “qualified cataloger”. This brought up the question of growth in the Consortium in the future and that these standards should be reviewed and ready for any inquiries.

**Other Issues:** The Directors decided that the Strategic Plan needs to be looked at on a yearly basis. Therefore Lisa will check on available dates at the Idaho Correctional Facility. September 20<sup>th</sup> would be the first choice followed by September 27<sup>th</sup>.

Mary brought up the point that HeritageQuest would no longer be available in Lili.org. The Directors were interested in pursuing a group rate so she will check on it.

**Roundtable Group Information Sharing:**

Ada – Anna Langrill is the new branch manager at Lake Hazel. Ada and Meridian have the Makerspace and they hope to make them available to all. It includes a 3D printer.

Nampa – They recently had the groundbreaking ceremony for the new library. But the ground is not ready to build on yet since some tanks were discovered and will need to be investigated. The permit process for the foundation has started. The block is a city project and the library is just one part of it. Mark is working on fundraising.

Twin Falls – Freegal, music downloads, is now available to patrons. There are also two new Early Literacy Stations available in Youth Services. More e-books will be able to be purchased for Overdrive soon. All of these projects were made possible with funding from the TFPL Foundation. The Bookmobile is up and running on its summer schedule. Summer Reading for children and adults is going very well. Over 300 people attended the kick-off event that included sitting in a backhoe.

Garden City – The Library will be closed to install new carpeting. It’s at the same time as PNLA so Lisa plans that some of the staff will attend that. It is going to be completely outsourced. Lisa is also working on ideas for a patio. They are trying a different approach on Summer Reading. There is no formal registration as bookmarks are being used as registration forms and are being placed in every book that checks out.

Mountain Home – Luise is very pleased to announce that she now has an IT person who was brought in as a Programs and Services Coordinator. They will soon be able to have computer classes. She had two interesting stories to tell – a six month baby was left in her car seat on the curb. Her mother forgot to load her in the van and discovered it when she stopped for gas. Also, the thermostat was stolen off the wall.

Boise – The mayor is looking to have a Capital Improvements Bond for the City. This would include fire stations, police stations and libraries. Various office areas are being remodeled. A Reference Librarian position will soon be available.

Eagle – A new HVAC system is needed. They are looking at 3M or TechLogics.

Emmett - Apparently Alyce had left the meeting because there was no WebEx response from her.

Lisa mentioned that she sent her job descriptions to BPA to be reclassified. She was not happy with the results and asked if we would send her our job descriptions for Technical Services Librarian and Youth

Services Librarian. She stated that titles are really important. Luise also said that Mountain Home is reviewing its salary schedule.

**Next Meetings:**

September 20 or 27, 2013 – Strategic Plan Review at Idaho Correctional Facility

October 24, 2013 – HUG at Eagle Public Library

October 25, 2013 - Directors Meeting at Eagle Public Library

The Meeting was adjourned at 1:20 p.m.