

**LYNX! Directors Meeting
October 20, 2017
Nampa Public Library**

Called to order: at 10:04 a.m. by LeAnn Gelskey

Present: Claire Connely (NPL), Alyce Kelly (EPL), Tara Bartley (TFPL), Steve Baumgarner (EPL), Gretchen Caserotti (MLD), William Lamb (MHPL), LeAnne Gelskey (HPL), Lacey Welt (CPL), Shanna Decker (BPL), Mary DeWalt (ACL). Absent: Lindsey Pettyjohn (GCPL).

AGENDA REVIEW: Added grants discussion, removed hot spot agenda item.

APPROVAL OF THE MINUTES: Steve moved to approve July 21, 2017 minutes. Seconded by William. Motion passed.

LYNX! FINANCIALS: Shanna reviewed the financials. The cost share may go up some but it's unclear as to how much at this point. Electronic holdings will impact the collection size which will increase the cost share. We expect to have a better understanding as to the increase at the January 2018 meeting.

William moved to approve the financials. Gretchen seconded. Motion Passed.

LIT, AND TECH SERVICES REPORTS: Gretchen reported on LIT and discussed updates to the LYNX! website. LIT is also working on a FAQ to help with Polaris questions and support. LIT is considering returning to in-person meetings to see how set-ups and configurations work at LYNX! member libraries.

William did not have anything new to report on Tech Services.

OPEN ACCESS REPORT: Shanna reported that changes may be coming to the purchasing agreement with Ingram. ILS production upgrade will be happening on 10/23/17. Workstation audit work is also being done so please clean-up workstations and any staff logins that are no longer needed.

COLLABORATIVE PROGRAM AND DATABASE OPPORTUNITIES: Nampa Public Library just subscribed to ODILO and the one-time subscription fee was funded with a donation from Key Bank.

ICfL REPORT: ICfL Board of Commissions are currently on a library tour so an ICfL report was not given.

LYNX! NEW MEMBER APPLICATION: More information is needed to further consider Kuna Library District's new member application. Boise Public Library will schedule an onsite visit with Kuna Library District and we will revisit the application at the LYNX meeting on 1/19/18.

OPEN ACCESS BANK ACCOUNT: Gretchen noted that funds from the U.S. Bank account are currently being held at the LGIP and she will follow-up with Kevin and Denise to review how courier vehicles are purchased before a recommendation is made on how to use these funds.

HOLDS DISCUSSION: Discussed and reviewed possible options for improving how item records are handled when new items are added. Patrons and staff struggle with algorithm for holds and records. William will speak with the cataloging and acquisitions group to identify possible solutions.

CATALOGING AGREEMENT: William presented the updated cataloging agreement. Steve moved to approve the agreement. Seconded by Tara. Motion passed.

LYNX WEBSITE: Lindsey and GCPL staff are working on the redesign of the website. Website draft will be coming to director's through email.

STRATEGIC PLAN REVIEW: Discussed and reviewed Issue No. 1, Goal No. 3: Strategic Implementation of Growth and Services. It would be helpful if a list of programming contacts were available for all staff. Discussed the goals and focus of the strategic plan. A new plan will need to be created soon.

CIRC REPORT: Ezequiel provided report from the recent circulation meeting. Concerns about hot spot theft, online library card registrations, fines and fees collection procedures were discussed. ACL has started RFID conversion and GCL is looking to add RFID.

GRANTS: Discussion on how grants are handled, documented, and approved by city libraries.

OFFICER NOMINATIONS: Tara volunteered to serve as chairperson. William moved to approve nomination. Seconded by Claire. Motion passed. William volunteered to serve as secretary. Tara moved to approve nomination. Seconded by Steve. Motion passed.

ROUND TABLE SHARING:

ACL: RFID conversion. Mock Caldecott Tea on 12/15/17.

BPL: Shanna is serving as interim public services manager. RFQ for BPL - Main project and concept expected in March or April.

NPL: Hiring Youth Services Supervisor and working on strategic planning. Pharos implementation is progressing.

EPL: Updating strategic plan. Cupcake Wars and a new logo are coming.

TFPL: Working on new strategic plan.

EPL: Department reorganization - guest services and lifelong learning departments.

MLD: Conducting an in-charge person training and putting training manual together. Emergency planning project as well. Working to create a library foundation to start a capital campaign. Hill project is still proceeding. Working toward repurposing a shipping container to have a small children's library / collection.

MHPL: Levy for roof replacement and working strategic plan. RFID work is finishing up.

CPL: Strategic planning work.

HPL: Offering two after school programs, need more programs for 'tweens. Trying to expand maker programming and chess clubs. Working with Hunger Coalition to provide snacks for programs.

Adjourned: 12:51 p.m.