

LYNX! Director's Meeting  
March 20, 2009  
Twin Falls Public Library

Present: Nancy Gurney, Hailey; Luise House, Mountain Home; Mary DeWalt, Ada; Kevin Booe, Boise; Elaine Leppert, Caldwell; Karen Ganskey, Nampa; Susan Ash, Twin Falls; Lisa Zeiter, Garden City; Patty Younger, Meridian; Alyce Kelley, Emmett, Janice Campbell, Eagle; Gina Persichini and Erin McCusker from Idaho Commission for Libraries.

Minutes for October 2008 meeting were approved, motion made by Kevin Booe and seconded by Lisa Zeiter.

Agenda Review; There were no changes.

Unfinished Business;

**Guidebook:** Mary reported that the updated version with all corrections and with Appendix D, which is the standards, is now posted on the LYNX! Website. Kevin asked that on page 36, the strategic plan be changed to read "a qualifying library must have a two to six year strategic plan adopted by the governing board." Currently it reads three to five year.

It was suggested that the Guidebook be reviewed on an annual basis. Kevin made the motion that it be reviewed at the second quarter meeting, which would be April, motion was seconded and passed.

Erin then asked if the director's have a set of by-laws, there was no consensus as to what the status of these by-laws is. The issue of by-laws will be brought up at a future meeting. In the meantime everyone will be checking to see if they can find a copy of the by-laws.

**Big Read:** Mary thanked everyone who participated in the Big Read. She had no final report as the closing party was being held tonight.

Next year's title is To Kill A Mockingbird. A general discussion was held regarding how libraries could expand programming beyond a book discussion. The book lends itself to taking advantage of using courts, judges etc.

Kevin thanked Mary and Ada Community Library for spearheading this program and making it so successful.

**Standards Committee Discussion:** Luise questioned going forward with this discussion as Ron was not present and there was no report. Elaine suggested we see how the present Standards work going forward, all agreed. It was also suggested and agreed upon that everyone should fill out the Standards again and evaluate in April how everyone is doing meeting them, especially with possible budget restraints.

The question of Kuna came up as they had been sent the Standards Survey. Luise reported that they had not responded.

**Open Access Services Report:** Kevin reported that the committee has met and reviewed how everyone is funding each other. The committee has decided to experiment with a different type of formula based on a per household reimbursement. They are in the fourth month of doing a statistical analysis to see where each library lies in that statistical parameter. The other factor driving up the cost is the holds system; therefore six of the seven libraries are lowering their holds limit from ten to five. It was noted that this is not a consortium wide policy. Kevin said that part of the reason for limiting holds is the number of hours it takes staff to pull holds and because of the current hiring freeze. He noted that courier service has gone up 67% in the last year which will not be sustainable if it continues. Courier service will not be outsourced. Currently only 10% of patrons are using the holds system, which are very concerning if more people start using it. The number of holds per account is the root of the problem the committee is looking at other areas to see if improvement can be made.

Kevin reported that the committee is looking at the entire agreement and feels it needs to stepped out in tiers, for instance if budgets get very bad and a library wanted to opt out of Open Access how specifically that would be done and if you wanted to sign on for one but not all of the services how that would be accomplished. Kevin hoped that by June the committee would have more answers.

Luisse said Mountain Home after looking into doing their own Courier Services would not be pursuing it at this time. Luisse mentioned that Emmett also would not be part of the Courier Service as part of their agreement. Kevin mentioned that Laurel is no longer in charge of Courier Service.

All directors' noted how much their holds have increased and how holds are taking more staff time as well as space.

Gina noted that statewide there is an increase of 10% in library usage, but individual libraries are seeing even a higher increase in usage across the board from circulation to computer use, to reference questions.

New Business:

**Economic Outlook:** A general discussion was followed regarding budgets and cutbacks. As noted above everyone is seeing an increase in library usage. Some libraries are facing the possibility of having to cut hours, some are looking at budget reductions and hiring freezes. Major contributing factors for most cities and counties are the decrease in sales tax and in building revenues. Kevin said on the upside there are two new branches getting ready to open the Boise West Branch and Meridian's new branch.

**LYNX! Website;** Mary did a presentation regarding the new website. The website is being hosted by ICFL's ebranch in a box service. The site is very similar to what we are now using. Mary encouraged everyone to check their information to verify that it is up to date etc. The new site will allow each library to update their own information using their username and password. Motion was made and seconded to start using the new website.

**Emmett Public Library:** Alyce reported that they are anxiously waiting for funding in order to continue to go forward. The LSTA funds have not yet been appropriated; therefore the grant cannot be signed until funds arrive. Emmett's collection is almost all bar-coded. They are working on cleaning up the collection and continue to work with Laurel in getting as much preliminary work done so they will be as ready as possible. Hopefully by the end of 2009 they will be able to join the LYNX! Consortium. Luise says "it will all be over soon".

**Chair & Scribe Rotation:** Kevin asked that the rotation wait until September and at that time he would be glad to take over. Elaine volunteered to take over as scribe. It was noted for the record that March, June, September and December are the regular meeting months and the scheduled date is always the third Friday of the month. The following is the schedule decided upon subject to change. September is the annual meeting.

June 19, 2009	Mountain Home
September 18, 2009	Boise West Branch
December 18, 2009	Meridian

### **News/Reports:**

**Boise;** West Branch is almost ready to open; they are scaling down from 60 hrs to 50 hrs for now. East Branch is in project design phase for 2010 with construction hopefully in 2011 depending on economy. Discussion is on going for new main library, which will remain in same location; old building goes new one takes its place.

**Garden City:** Received a Wal-Mart grant for \$4000.00 for new toys. A second self check machine is ordered.

**Nampa:** They are in limbo regarding new building. They now have pod cast.

**Caldwell:** They had 3 laptops stolen, but through friends and insurance were able to replace with a total of 6. Focus is on their facilities specifically roof and heating and cooling system. Their city is confident with budget outlook.

**Eagle:** Now has wireless. Also dealing with budget restrictions.

**Ada:** Big Read party is tonight. They also received a grant from Wal-Mart which will be used to purchase an interactive white board, 4 Flip video cameras for circulation, text-messaging reference center and tutor.com subscription. Ada is looking for ways to increase capacity within budget constraints. They are also working with 4-H and their curriculums.

**Mountain Home:** Trying to get coffee shop going again. They have received their e-rate funding in the amount of \$6,900.00.

**Hailey:** Continuing to work on new layout of existing space.

**Twin Falls:** Getting ready to install SAMS within the next month. TWFL will be celebrating 100 years of service during the month of April and especially during National Library Week. They are working on facility issues; front step remodel, air-conditioning and safety concerns regarding reading statue. They have completed the remodel for reading with a view room, which use to be a staff area and have remodeled the Youth space. Staffing is up to 34, the highest ever.

**Meridian:** New branch opening soon with grand opening scheduled for March 27<sup>th</sup>.

**Emmett:** They are dealing with structural problems; one wall is leaning due to a sink hole which was created by a water seepage problem. Once the problem is fixed the wall will be repaired. They have started wireless connection. Also dealing with the challenges of a restricted budget. They will be incorporating recycling in their summer reading program.

**Idaho Commission for Libraries;** Erin and Gina reported that LILI databases are secure, but that LILI audio books won't be renewed with state funds. They will see what pricing will be for libraries to purchase.

Next meeting has been set and will be at Mountain Home on June 19 at 1:00.

Nancy Gurney, Scribe

