

**LYNX! Directors Meeting  
October 19, 2018  
Caldwell Public Library**

**CALL TO ORDER:** Tara called the meeting to order at 10:02 a.m.

**PRESENT:** Claire Connley (NPL), Tara Bartley (TFPL), Gretchen Caserotti (MLD), William Lamb (MHPL), Lacey Welt (CPL), Shanna Decker (BPL), Lindsey Pettyjohn (GCPL), LeAnn Gelskey (HPL), Mary DeWalt (ACL), Steve Bumgarner (EPL), Alyce Kelly via Skype (EMM)

**AGENDA REVIEW:** Tara requested to move the KUNA APPLICATION below the IFCL UPDATE. Gretchen motioned to approve the amended agenda. Seconded by Lindsey. Motion carried.

**APPROVAL OF THE MINUTES:** William moved to approve July 20, 2018 minutes. Seconded by LeAnn. Motion carried.

**LYNX! FINANCIALS:** Claire moved to approve the financials. LeAnn seconded. Motion carried.

**ICFL:** Deana Brown, Emerging Trends Consultant was present and introduced herself. Deana expressed she was interested in hearing about Makerspaces, STEM initiatives and she was wanting to put elderly patron services on her radar.

Jennifer Redford, Youth Services Consultant introduced herself and explained she was part of the Read to Me team and in the next year would be focusing on early literacy skills. She will be reaching out to library staff in the future to get their input on different upcoming plans.

Kevin Tomlinson, Area Field Consultant presented handouts of the new LiLi brochure, Continuing Education and discussed their new databases Pronunciator and MyHeritage. Dylan Baker is working on a Broadband Toolkit and Improvement Plan. Summer Reading manuals for 2019 will be shipped in mid-November.

**KUNA APPLICATION:** Shanna reported on the progress of the Kuna application regarding their interest in joining the LYNX! Consortium. BPL staff visited Kuna to see how their systems were configured. Estimate numbers from Ill were unavailable before Kuna's board meeting.

Mary mentioned that Middleton applied to join the consortium a few years ago and since the consortium is looking at Kuna, we should revisit Middleton's application as well.

Directors discussed the pros and cons of adding additional libraries including increases in support costs and possible increases in IT staffing needs.

Shanna will work with Ill to get estimated numbers and directors may schedule a special meeting to discuss those numbers. Kuna co-directors will be invited to the January director's meeting.

**LIT REPORT:** Gretchen reported that the LIT group is continuing to work on the staff survey to run by the directors and then will sent it out to library employees. There have been some issues with libraries not being able to read other libraries RFID tags. The LIT group is working amongst themselves to find a solution. Jason Su, MLD is the new chair of the LIT group.

**POLARIS REPORT:** Shanna reported that the next Polaris upgrade will be to 6.1. A complete index of the system and enhanced records will occur at that time. The authority control cleanup project has started. Elaine and Brad are coordinating this project.

The Polaris system is going down around 5:00 p.m. and Brad submitted a ticket to III. III advised it is a system engineering issue. There may or may not be a patch issued before the next upgrade to 6.1.

\*\*Directors voted via email regarding authority control cleanup and reaffirmed their support of those additional costs.

**CIRCULATION REPORT:** Lacey reported that Andy from Unique Management was present at the circulation meeting to discuss the ways they handle collection accounts. RFID tags and issues reading them amongst treasure valley libraries was the main topic of the circ meeting. The circulation standards document will be reviewed and the circulation managers will continue to work on the revised document through their January meeting. Various Overdrive errors were reported to Brad and Barb for further investigation.

**ST. LUKE'S HOSPITAL CARDS:** Gretchen reported that the correctional industries offered printing services and those quotes are pending for future discussion.

**LYNX! COLLECTION PROJECT:** Mary advised that the project is currently on hold but ACL staff was still interested in the project in the future. This project was to determine what special collections were available among the libraries and how they may leveraged amongst the consortium libraries. Mary will touch basis with Anna from ACL about this project.

**STUDENT CARDS UPDATE:** Mary reported that West-Ada School District and ACL were talking about ways to get all students in the school district a library card. More information will be coming in the future.

**CATALOGING DISCUSSION:** LeAnn asked about collection code changes and if a training may be necessary for the catalogers. Shanna and William explained that the collection codes were being cleaned up by the cataloging group and Elaine had sent out an email to all catalogers at the beginning of October clarifying the cleanup and how new collection codes would be considered in the future.

#### **ELECTION OF OFFICERS:**

William moved that Tara retain Chair for another term. Seconded by LeAnn.

Tara moved that William retain Secretary for another term. Seconded by Gretchen.

Gretchen made a motion to approve Tara as chair for another term. Seconded by Claire. Motion carried.

LeAnn made a motion to approve William as secretary for another term. Seconded by Mary. Motion carried.

## **COMMITTEE LIAISONS APPOINTMENTS:**

LIT: Mary volunteered to be the liaison for the LIT committee.

Circulation: LeAnn volunteered to be the liaison for the Circulation committee.

Cataloging: William volunteered to be the liaison for the Cataloging committee.

## **ROUND TABLE SHARING:**

NPL: Completed Strategic Plan. Starting October 31<sup>st</sup>, the library will be open an additional 5 hours per week. Holding a Halloween event to kickoff the next hours.

CPL: Working on weeding the collection in the last few months. Held the first human library event in August.

EPL: Has a new librarian starting in the children's department. Completely eliminated fines.

BPL: The Main Library project is moving forward.

HPL: Working on a new Strategic Plan. Finished a remodel of the juvenile section including new carpet and paint.

MHPL: Completed a cleanup of old patron accounts. Going to start working on a collection weed. Looking to become a passport acceptance facility.

GCPL: Focused on marketing initiatives in the next year.

MLD: Finished door-to-door library card signup drive and discussed the outcomes and pros and cons of the outreach. Will be doing another one in the future. Opened up the Tiny Library.

ACL: Locker System has been installed at avimor branch. Completed a pollinator garden at the Victory branch. Mary mentioned Zinio renewal is coming up and all participating libraries should take a look at their subscriptions.

TFPL: Participating in a broadband measurement grant in Chicago. Working on updating collection development policy.

Next Meeting: January 18, 2019 @ Eagle Public Library

Adjourned: 12:25 p.m.