

LYNX! Directors Meeting
October 15, 2021
Virtual Meeting

CALL TO ORDER: Meeting was called to order

PRESENT: Tara Bartley (Twin Falls), Gretchen Caserotti (MLD), Lacey Forst, (CPL), Shanna Decker (BPL), Jessica Dorr (BPL), Lindsey Pettyjohn (GCPL), Lyn Drewien (HPL), Mary DeWalt (ACL), Steve Bumgarner (EPL), Alyce Kelly (EMM), Jana Cutforth (KPL), Kathleen Stalder(BPL), Claire Connley (NPL)

Agenda Review

Gretchen motioned to approve; Jessica seconded. Motion passed.

Approval of Minutes:

- July 2021

Jessica motioned to approve; Lyn seconded. Motion passed.

LYNX! FINANCIALS:

Jessica – Kari sent out financials, no updates. Polaris, third party vendor change order, we should be anticipating a large expense. \$16,500 still needs to be paid.

Mary motioned to approve; Shasta seconded. Motion passed.

ILS Report

Kathy – Polaris updates

Mobile app is live, people have been having a good experience. Brad is working with vendor; some electronic book records are showing up and some not; this worked in test environment. Once we went live, we were supposed to move to support. Waiting for fixes before moving forward. This is happening with all 4 separate Overdrive groups. Brad said that if people are planning to use curbside, he has a training document. Boise will start curbside November 1st with advertising.

Servers hosting the ILS will reach end of life 10/2023, a year before we're done with Polaris's contract. Will cost additional fees to extend support for that year. Need to consider moving to Cloud or purchasing new servers. Sequel software support ends in July, Brad will get information. Ill is rolling out Vega, discovery layer for consortiums. Still early no Beta yet. Would like options and prices, start talking about it. Can Brad do a presentation of Cloud or purchasing new servers, yes in January.

Circulation Report

Lindsey – Met yesterday, productive 2 ½ hours. Facilitator will be Julie from Ada, notetaker Jill from Twin. Everyone has new staff. Asked about collections, Unique keeps reaching out. Ask Unique to give us till March. Maybe look at it in the summer. People are still struggling financially. Tara, do we have a contract? Unique is paid based on how much they collect. Each library opts in or out for themselves, this is not a consortium thing.

Hailey asking when patrons drop off items at other libraries, can they be mailed back? Should we be mailing items back? Contract says membership patrons return and its shipped back non-courier libraries. Alyce, you need to return books where you checked them out. Courier service is not an option. Twin and Hailey may be different. Same with Mountain Home. Must take back item to library patron got it from.

Starting to work on LYNX Circ procedures manual. Would like consistency on core things.

Talked about how to conduct meetings, will be going alphabetical for host beginning in July.

Maybe directors could follow suit. Everyone takes a turn as host.

Cataloging Report

Claire- No meeting, nothing to report.

LIT Report

Mary- Lots of updates, special guest having to do with security gave presentation. Erate reminders to everyone eligible. ILS and general infrastructure timeline. Talked about Polaris app. Action item, thank you for app move on the discovery layer. Looking for a chair to replace Jason, possibly a team of two as co-chairs.

Marketing Committee

Gretchen – Allison Maier MLD meeting first Thursday of month. Collaborating on specifics, formal meetings quarterly same month as director meetings, maybe the next month. Language and brand guidelines, shared Ida mascot. Will start promoting app beginning of November. Talking points that are useful for staff. Added library card sign up link. Language to describe consortium when promoting app. May put together video. Will focus on app promotion, patron communication. Would like one shared QR code.

Logins to LYNX website? Elizabeth Bumgardner has access, ICfL is the host. Will reach out to Elizabeth. Marketing may take it over with director approval. If any other staff want to join the Marketing committee, they are welcome.

LYNX Meting Refreshment Budget

Jessica and Claire are a committee who will propose recommendation for refreshment budget for in-person meetings at January meeting.

LYNX Assessment

Lindsey shared concerns for small libraries. We need to do great thigs for customers and have ILS work well, afraid small libraries will get swallowed. We need to do what's best to serve patrons. This is a process and at the end we may see change. We can take or not take any recommendations made by the consultant.

Committee Assignments

- Cataloging - Claire

- Circulation - Lindsey
- IT - Mary
- Marketing - Gretchen

Election of Officers

- Chair – one in person annual meeting the rest virtual – Rotate chairs? Consensus October annual meeting, alphabetical with the chair? Shasta
- Secretary – Kuna

Alyce motioned that we accept Shasta as Chair and Jana & Tam as Secretary; Jessica seconded. Motion passed.

Roundtable Sharing of Major/Interesting Projects, COVID Protocols

Mountain Home- Have been without programming coordinator for 5 weeks

Nampa – nothing

Ada – Major carpeting and painting, Victory will be closed for 2 weeks. Victory may accept courier.

Boise – nothing

Garden City - nothing

Twin Falls – nothing

Meridian – Reduced hours for winter and labor shortages. Had a major outbreak. Will stay hunkered down for next 3 months.

Emmett – nothing

Eagle – nothing

Caldwell – Still closed for browsing, will reevaluate 11/1

Kuna – nothing

Haley – nothing

Adjournment

Next meeting:

Kuna – virtual, January 21, 2022