

LYNX! Directors Meeting
January 19, 2023
Ada Community Library – Victory Branch & Virtual

CALL TO ORDER: Meeting was called to order at 10:03am

PRESENT: Mary DeWalt (ACL), Jessica Dorr (BPL), Kathleen Stalder (BPL), Steve Bumgarner (EPL), Lindsey Pettyjohn (GCPL), Shasta Hochstrasser (MHPL), Claire Connley (NPL), Brad Smith (BPL), Nick Grove (MLD) – 10:08am, Jana Cutforth (KLD), Tam Svedin (KLD)

VIRTUAL:

Alyce Kelly (EMM), Lyn Drewien (HPL), Tara Bartley (TFL), Lacey Forst (CPL)

APPROVAL OF AGENDA:

Tara (TFL) motioned to approve the agenda; Jana seconded. Motion passed.

APPROVAL OF MINUTES:

- October 21, 2022

Shasta mentioned the Circulation heading will be corrected.

Jessica motioned to approve the minutes with correction; Claire seconded. Motion passed.

ADDED TO THE AGENDA:

Lyn asked to add to the agenda that Hailey Public Library Board has approved leaving the consortium. There are a few parts to work though on the tec & financial side. Lyn said they are confident in leaving to do it on their own. Jessica thanked Lyn for being transparent about their decision. Claire asked that we make sure we get financials updated soon. Kathy said she will be happy to share impact updates. Alyce said she could reach out to Middleton and Tara suggested we wait until the consortium joint agreement update is completed.

FINANCIALS: Jessica

Went through financials and noted they will be getting updated.

Mary motioned to approve the financial report; Nick seconded. Motion passed.

ILS REPORT & UPDATE: Brad & Kathy

Polaris updates – Contracts and vendor discussions have now been completed. SQL access will be going away when we go to hosted. Timeframe – Servers will be built, copy data, and BPL will do testing. IT staff are going to be the point of contact for that part. February 28th in the morning they will shut off access, copy it over and all addresses will redirect to host. VPN connection no longer needed. The essentials won't change other than staff changing their password.

Vega Discovery layer implementation – More to come in March. We need to look at how to introduce it to patrons. Coordinate with Marketing committee to promote when ready. A Librarian point of contact needed for Brad. You can search for libraries that already have the Vega Discovery layer like Mesa Public Library.

Tele messaging & Text notification – There is a patch with Verizon, but AT&T users are redirected to receiving an email at this point in time. Kathy noted that the cost would look like \$400- \$500 a month if we pay a vendor. The more card access however, the higher the cost. Ponder of whether we wait on Polaris update or look at other options. Stats are showing that this is still a valid service to patrons.

CIRCULATION REPORT: Lyn

Denise is now the notetaker. Meghan is the officiator.

Reporting card holders – purge at the end of the fiscal year.

Annual report change – Tally of who used their card in the last 12 months

Lynx site needs some updates from each committee – done by secretaries. Shasta said she will cover the Director's section.

Courier change has been appreciated by BPL.

IT REPORT: Mary

Nothing other than what Brad reported earlier.

CATALOGING REPORT: Claire

Serial agreement needs to go to Directors for approval before implementation.

MARKETING: Shasta

Marketing team updated the Lynx Library Consortium site and directors liked the logo & mascot change.

COMPENSATION COMMITTEE:

Lindsey, Jessica & Tara will get together to check work.

10 minute Break – 11:20am – 11:30am

EXECUTIVE COMMITTEE:

Kathy, Shasta, Tara & Lacey have met frequently to look at next steps. Attorney scope was written and reached out to potential lawyers specializing in Non-profit organizational work were recommended or searched for.

1 Lawyer – not interested.

1 Lawyer – did not respond.

1 Lawyer – is interested. Firm connections with Meridian & BPL will require a waiver signed by each before agreement is made.

Kathy had a brief meeting with the attorney and talked about financials. Currently the estimate is \$35,000 with the potential to be higher if more work is required. Directors will need to decide on a cap on the amount we're willing to invest.

Next steps -

Currently being looked at by BPL attorneys

Attorney meets with Kathy, Shasta, Tara & Lacey (Sub-committee) to get a full understanding of issues and concerns. Request for a detailed explanation of each option with a list of pros and cons specific to the Lynx Library Consortium for JPA; unincorporated non-profit; 501(c)(3); others?

Attorney will then meet with Lynx Library Consortium Directors to answer questions and guidance on each option. Directors will then decide which option to pursue. This potentially would be a good meeting to invite city attorneys to attend so that everyone is on the same page.

Attorney will draft agreement & bylaws.

Sub-committee will review and present final draft to Directors & city attorneys.

ROUNDTABLE SHARING of major/interesting projects and library updates:

ADA- Telehealth Pod coming to Victory Branch (focusing on seniors – memory collection, dementia, etc.)

Grant for Mobile Kitchen with Commission After School Grant

Lake Hazel opened food pantry – working with local church as another option.

BOISE- They have a ship date for sorter (good investment upgrade for library)

Emily Devinsky? Tuesday, April 18th (Jessica will share invite info)

CALDWELL- Lacey left meeting early.

EMMETT- Holds Locker- rain damage, humidity noticed. It's being checked on.

Fully staffed by February. Planning on SRP.

Author Extravaganza with local artists

Annual Fundraiser with Friends – \$5 donation will be given a stuffed Bear, a Book & a Brownie.

EAGLE- Nothing of merit

GARDEN CITY- Holds Locker getting better, had installation problems

HAILEY- IT said pictures are good to be deleted from the Boise server

KUNA- Egypt Escape Room – 100 people participated. Johnny applied/awarded grant towards 3D printer use for after school programming.

It's election time.

MERIDIAN- Oral comments are no longer allowed at board meetings. T-shirt sales showed large support for library programming, PR support with Red Sky including Library Director, Assistant Director & Board members. February – looking at either working on South Branch or Cherry Lane renovations.

MOUNTAIN HOME- VR Grant was approved. Partnering with Boise State On-Ramp and local business Flightline VR to help teach teens. Telehealth Pod coming at the end of February. Drive-thru book drop hopefully installed at the end of January.

NAMPA- Waiting for bookmobile – March 15th 3:30pm

Canyon County Legislatures were invited by board for a tour of the library – No show.

TWIN FALLS- Fine Free. Currently focused on Facility maintenance (Elevator, HVAC, broiler, etc.)

Upcoming Meetings:

February 17th, Noon, Nampa

April 21st, 2023, 10am, quarterly meeting at Boise Public Library & Virtual

Meeting adjourned at 12:29pm

Claire motioned to adjourn meeting; Shasta seconded. Motion passed.