

SLENDS Executive Board Meeting

December 14, 2018, 10 a.m.

State Library

Columbia, SC

Attendance: Ben Loftis, Ray McBride, Faith Line, Chris Yates, Kristen Simensen, Laurel Sharp, Scott Strawn, Rita Vogel, Meg Stroup, Leesa Aiken, Jason Hyatt, Alan Smith, Carl Coffin, and Amber Conger.

Approval of October 19th Minutes: Motion to accept by Ray McBride, seconded by Faith Line, unanimously approved.

Committee Reports

A. Cataloging

Meg Stroup

Merges have been greatly improved. Keep your comments coming regarding bugs, for follow-up. The speed in cataloging is a bit faster with bulk uploads. Equinox has been doing some work on it even though it is still necessary to “refresh”.

Question: have the “Easy Readers” / “Picture books” locations been implemented?

No.

B. Circulation

Faith

The Circulation Committee recommends that the shelving location for young children’s books be confined to one of two spots: “Picture Books” or “Easy Reader”.

Vote was unanimous by board.

Ray commented that the HOLDS message as it stands is unclear. A patron cannot place a hold on a six months restricted item, but we can do it at the desk. He recommends that the message read: please contact your local library.

Also, can we improve our “courtesy notice”, with “renew your items online or call your local library”? Chris will investigate; Faith agreed to take this to the circulation committee for further review and recommendation.

C. Finance

Eric Robinson was not present, but submitted his report. Faith moved it be accepted, Ray seconded, and it passed unanimously.

D. System Administration

Alan expects the members to meet in January.

Chris distributed a handout regarding future upgrades in Equinox. We could upgrade to 3.2 in April or May. However, Equinox is starting to group cohorts. We could upgrade to 3.3 after summer reading or early 2020.

Ray moved that we skip 3.2 and go to 3.3 in August/September. Scott seconded, with the understanding that we could vote to delay at that time, if we choose.

Vote: favored unanimously.

E. Courier Service

Faith had not been notified of a canceled route. We need to have something in place for them to notify us if they're not coming. Regarding damaged items: Leesa assured us that our contract covers this. Chris said there needs to be a formal structure to notify and credit us in the case of skipped runs.

Scanning: please remind drivers to scan our packages.

Kristen will do some testing to ensure reports are being communicated effectively.

New addresses for AHJ will be either Hampton or Pratt. Chris will have them changed in the address book and sent to the LISTSERV.

Discussion Item

Acquisitions development opportunity. The general consensus of the board was to not consider it at this time.

Faith: Book Club borrowing practices. While it is acknowledged that SCLENDS makes book club borrowing convenient, there should a limitation of time for keeping these items out of circulation. She will bring it up in her next circulation meeting.

Next meeting date will be February 15, 2019 or superseded by Retreat, which will occur on Thursday and Friday. Ben will send out emails to vote on the most convenient dates.

Ray moved to adjourn, seconded by Laurel.

Submitted by

Rita Vogel