

SLENDS Executive Board Meeting

February 8, 2019 9 a.m.

Hardeeville Library

South Carolina

Attendance: Ben Loftis, Ray McBride, Faith Line, Chris Yates, Laurel Sharp, Scott Strawn, Rita Vogel, Meg Stroup, Leesa Aiken, Jason Hyatt, Alan Smith, Robert Antill, Stuart Forrest, his assistant Shana Smith, Jonah Owens (Bluffton Branch Manager), Barbara Coffin (BCL skills trainer), Carl Coffin, Eric Robinson, Charlotte Johnston, Rieta Drinkwine, Dawn Ellen (Lee County), and Michael Kaltwang.

Approval of December 14, 2018 Minutes: Motion to accept by Ray McBride, seconded by Carl Coffin. Unanimous approval.

MOTION: Faith: Use funds for development toward a cataloging project that would resolve current, problematic issues. Ray: seconded. Vote: Unanimous.

Committee Reports

A. Cataloging

Meg Stroup

There will be a training day for cataloging Local History. RDA in the morning and AV in the afternoon, March 15th or later.

B. Circulation

Faith

RECOMMENDATION from committee

HOLDS messaging: no copies available for this hold; please contact staff for assistance.

Only Circ 1 can place a hold for books under six months. Recommended that all circ levels be able to do this. Stuart can run a report to show copies that have become available locally instead of having to wait. Voted unanimously yes.

RECOMMENDATION from committee

Automated courtesy holds, add wording: Please go to SLENDS.ORG to renew your items or contact your library. Voted unanimously yes.

Password link is not working properly. Check your local settings to ascertain. Stuart will check as well.

Book club books—follow policy on length of borrowing for all books, renew accordingly

Review on how we might handle book club kits. A committee to look into this will be made up of Charlotte, Rieta, and Faith. They will accept suggestions from the group.

MOTION: Let us submit an Equinox ticket to purge all accounts over five years of inactivity.

Ray so moved, seconded by Scott. This includes those with fines/lost books.

Voted yes unanimously.

MOTION: Rieta: how about we do this with any materials lost, missing, or weeded for over five years. Faith and Ray simultaneously seconded. Discussion determined that we wait until all reports are run and revisit this to take effect March 1st.

Vote in favor was unanimous.

There has been a problem with damaged and soiled materials being send out to fill requests. Barbara Coffin is heading a committee clarifying procedures and guidelines for reviewing conditions of items.

Checkin and Checkout continues to be very slow, in addition to just about every circulation procedure.

Stuart had asked Equinox to look into the ability to retrieve the last 3 patrons.

“Groups” don’t pull up automatically; it is necessary to refresh the screen.

Check to see if “SAVE” and “CLONE” are working.

MOTION: with complaints about “VIEW”, order a development project for resizing of columns in general that will work with tablets. Ray seconded.

AYES unanimous.

It is essential to clean up expired holds from your Holds Shelf.

When paperbacks are checked out, the actual number is not on the receipt.

Be aware that offline transactions is not a working facility in SLENDS.

Receipts should indicate “Return” for non-holds, versus “Route” for holds.

Inundate Equinox with tickets through your contact person regarding the slowness of SLENDS.

The Circulation Committee will meet again in three months.

There followed a call with Innovative Courier’s Lynn.

Do we really need Tracking? Lynn will find out if it is absolutely necessary.

Can we use different labels?

We are getting other customers’ things. Lynn promised better care will be taken.

We can send packages to non-SLENDS libraries if they are customers of Innovative; simply add them to your address book.

Regarding courier materials. Anyone may determine if a bin needs to be discarded if it is damaged. Please do so. You may zip tie it if all contents are going to the same location. The State Library will investigate a consortia price for bins, being either medium or small.

C. Finance

Eric Robinson

Discovered a glitch in the formula for calculating dues once we went to a 2 year expiration date. Anomalies exist with great variances from last year. It was proposed that we used last year's model, regardless, with a committee formed to revisit the model of formulating fees to members. This committee is comprised of Robert Antill, Michael Kaltwang, Eric Robinson, and Faith Line.

MOTION: Ray moved that we postpone budget approval until we reconvene at a called meeting for such purpose following the APLA meeting on March 15th.
Scott seconded. All present voted unanimously to approve.

D. System Administration

Alan Smith

Nothing to report at this time. Will meet in the spring. Invited email communication.

Discussion Items

Requirements for membership in SCLENDS.

MOTION by Ray: We limit membership to county established library systems within South Carolina, effective immediately.

Carl seconded.

Unanimously approved.

Committee formed to explore alternatives to Equinox for ILS consortium support: Alan Smith and Rieta Drinkwine.

Nomination Committee: Scott and Carl.

Next meeting: April 19th at the State Library.

Adjourned at 11:20 a.m.

Submitted by

Rita Vogel

