

SDLN Advisory Council Meeting
Wednesday, October 5, 2011
1 p.m. – 3 p.m. MST, Spearfish

The **Call to Order** was given by Council Chair Ronelle Thompson.

Present:

Jackie Hanson, NSU
Robert Russell, NSU
Jonna Underwood, NSU
Deb Hagemeyer, SDA
Judy Krull, SDF
Kevin Kenkel, SDW
Lea Briggs, PRN
Daria Bossman, SDSL
Colleen Kirby, SDSL
Kathy Jacobs, Yankton Community Library
Linda Dobrovolny, YCL
Sam Gingerich, BOR
Lucas Bialorucki, SDLN
Sean Crooks, SDLN
Jodie Barker, NSU
Greta Chapman, RCPL
Bill DeJohn, Minitex
Sandra Brown, MMC (SDY)
Judy Ulvestad, RRL (Rawlins)
Beverly Lewis, Rawlins Library
Cindy Meinen, Mitchel Public Library
Rajeev Bukralia, BHSU
Nichole Golinvaux, SDLN
Kristi Tornquist, SDSU
Linda Robinson, Wegner Health Science
Vicki Carlson, Wegner Health Science
Mary Caspers-Graper, SDSU
Jane Larson, LVE
Elvita Landau, SBR
Mike Mullin, WAT
Jackie Hess, MIT
Ethelle Bean, DSU
Nancy Sabbe, MPL
Patty Andersen, SMT
Anne Moore, USD
Glenn Kerins, SDLN
Warren Wilson, SDLN
Nina Mentzel, SDLN
Ronelle Thompson, Augustana

Minutes

Kevin Kenkel moved approval of the May 10, 2011 minutes. Patty Andersen seconded. **MOTION CARRIED.**

Director's Report – Warren Wilson

Overview – Big event this year has been the remodel of the machine room. There will be tours of SDLN offices following the AC meeting. We now share UPS, backup generator, and air conditioners with BHSU. Over the last four months the AC units have created issues with our servers but those issues seem to have improved in the last month. Three office areas were relocated allowing the SDLN staff to be in one area for the first time.

Patron Loads - Glenn will be working on making this procedure smoother and more efficient.

Advanced Reporting Tool - This had to be rebuilt after server failures; Andy has been working to make it more efficient and usable in the long term.

Support Tracking System - This was another area that had to be brought back after server failures; it is currently back online.

ILL Service - We have been doing a lot of training for remote members due to the State Library's discontinuation of ILL service to this group.

ALEPH Indexing Task Force - Re-indexing has been completed on the AquaBrowser side; now we are working on the ALEPH side. When the services were run on the test server there were some ORACLE database issues that needed to be cleaned up. The project is taking longer than anticipated but is moving along. Once the changes to the tables are confirmed, SDLN staff will schedule work on the production server and notify members. We will try to do this over a weekend for minimal impact.

Advanced Reporting Tool Demonstration – Andy Erion, SDLN

Executive Committee Report – Ronelle Thompson

The EC is recommending that SDLN engage in an RFP process for a new ILS system. Motion moved to begin an RFP by Elvita Landau, second by Anne Moore. Discussion on the motion took place. **Motion Carried.**

In his meetings before conference and earlier in the day, Randy Dykhuis, Executive Director, Midwest Collaborative for Library Services, helped us consider a number of the issues facing SDLN—new ILS, role of consortiums, etc. The question we all need to ask ourselves is "what is our commitment to SDLN?" The consensus was that SDLN remains a vital and important organization to member libraries.

A Project Management plan has been developed to offer a timeline for an RFP process. Jodie Barker has agreed to serve as RFP writer/coordinator to move the project forward. In brainstorming sessions with Dykhuis and the EC it was agreed that a RFP Task Force would be appointed. A series of regional meetings will be held to allow users the opportunity to communicate what is wanted/needed in the next ILS. Members should expect updates via the listserv.

EC Election - Ethelle Bean re-elected and Elvita Landau elected.

Budget

FY11 Budget is final. Member fees were less than budgeted as several members changed from full to remote. Remote membership was up from budget. Interest was \$60K additional over budget. UPS maintenance was over budget as more servers were added. Maintenance was under budget due to

switching from SUN servers to HP. Personnel was under budget due to staff turnover. Printing and postage were under budget due to not printing/ mailing a Fact Book this year. Overhead to BH was less than budgeted. Expenses were \$117K less with an increase to reserve of \$215K.

FY12 Budget - 60% of fees have been collected thus far. We will see the interest posted in the next couple of months. The budget is currently on track.

FY13 Budget - Recommending at 2.5% increase in member fees to cover operational increases, as well as Minitex ILL and courier fees. Budget line for remote fees increased to \$75,000. Expenses were increased 2% on maintenance. Personnel budget will follow state policy set in January; a 1% increase is anticipated. Postage is decreased due to no Fact Book. Database costs are remaining the same thanks to Minitex contract. Motion to approve the FY13 budget and associated fees. Judy Krull moved; Bev Lewis seconded. **MOTION CARRIED.**

Reserve Account - AquaBrowser payment will be paid out of the reserve account.

Announcements

Upper Midwest ExLibris User Group meeting – 17-18 October 2011, Fargo ND

- Online registration ends October 12th.
- Nina will send out a final reminder on October 7th.

Next meeting Spring 2012, anticipated in May.

Meeting adjourned at 2:30 p.m.