

## **SDLN Executive Committee Minutes**

February 17, 2011

9:00am – 11:00am CT

**Members Present:** Warren Wilson, Ethelle Bean, Nancy Sabbe, Patty Anderson, Sam Gingerich, Ronelle Thompson, David Gleim

**Also Present:** Nina Mentzel, Nichole Golinvaux

### **Approval of Minutes**

**January 11<sup>th</sup>** - All present voted Aye. Minutes will be posted.

### **Executive Director Report**

**General Update** - Sean Roberts submitted his letter of resignation and his last day will be February 24th. We will not move to fill the position until after the retreat. Machine room remodel is moving forward as planned.

**Training Update** - Individual training has been conducted this past month after the new service pack installation. Once the prototype for the advanced reporting page is up, Nina will invite a few libraries to join a training session to get feedback and test it.

**Website Issue** - One of the SDLN staff members inadvertently deleted the 12 hosted websites for member libraries. The reload failed so an old back up was used and the next few days were spent getting those websites back up. Sean Crooks has implemented a new backup system for the websites to prevent this in the future. The question was raised as to whether SDLN should migrate from being in the website business since it is not a part of our mission.

**FY11 Budget** – Revenues are as expected. Expenses are well within the budget.

**AquaBrowser Survey** - The purpose of the survey was to find out if there are libraries that have concerns that need to be addressed that we are unaware of. Serial Solutions wants to work with us to work through issues with AquaBrowser. The survey went out to the full list of libraries.

### **Unfinished Business**

**ALEPH Indexing Task Force** – A second meeting was held yesterday and we have representatives from USD, SDSU, Brookings Public, Mitchell Public and the State Library. We are working on AquaBrowser Indexing and ALEPH Indexing.

**Advanced Reporting Update** - Sean Roberts is putting the final touches on getting the advanced reporting page ready to test with other libraries. His goal is to get this up before he leaves; Andy Erion is being trained to manage this after Sean leaves.

**VoIP Update** - This allows us to connect our phones over our data lines. The payback is right at a year. We will not be paying BIT for voicemail and phone service.

**ML/SFX** – Warren's recommendation is option #1 in terms of dollar savings. Having Ex Libris host would take work off of the staff but not sure the price difference justifies offloading the staff. Ronelle moved to purchase the new servers, storage and racks to support ML/SFX, David second. All present voted aye.

**Motion Carried**

**Retreat Topics** - What outcome is expected? Goal is to help EC to figure out how the conversation should be shaped for the Advisory Council Meeting. What are we going to report to the Advisory Council? We will be expected to speak specifically about the issue of the future of SDLN.

- What is the future of shared automation for South Dakota?
- What is the purpose that we are trying to achieve here?

Dan will put together a draft agenda and send it out to the group for comments and/or changes. Because of their size and hence, investment, it was agreed that we would invite the other three regental librarians, Elvita Landau, and Mike Mullin to join our March meeting in Chamberlain. Ronelle will call Robert, Rajeev, Anne, Elvita, and Mike to extend the invitation on behalf of the EC.

**Advisory Council Meeting** – Tuesday, May 10<sup>th</sup> at Cedar Shore, Chamberlain

### **New Business**

**Migrate to Exchange 2010 Enterprise Version Update Proposal** - We are currently operating on Exchange 2007 and others are already migrating to 2010. There is no current staff member with expertise on this so Sean Crooks is recommending a consultant to do this. This cost to SDLN would be approximately \$5,000. Ethelle moved to approve hiring a consultant for up to \$5000 to help with this migration. Patty second. All in favor voted Aye. **Motion carried.**

There will be no conference call on March 17<sup>th</sup>

Executive Committee meeting for March 24<sup>th</sup> confirmed in Chamberlain

The next Executive Committee conference call is confirmed for April 21st

Meeting adjourned at 10:30am CT