

VALLEY LIBRARY CONSORTIUM
Minutes of the Administrative Council
February 17, 2010, 10:00 a.m.

Council Members Present: Kay Hurd-Almont; Tom Birch-Bay City; Rosemary Rice-Gutierrez-Bridgeport; Erin Schmandt-Chesaning; Josh Schu-Community District; Jack Wood-Delta; Desta Ureel-Dryden; Stephanie Mallak Olson-Iosco; Kate Pohjola-Lapeer; Melissa Barnard-Midland; Kelli Lovaz-North Branch; Alice Parsons-Northwood; Jeanette Bach-Pigeon; Trish Burns-PLOS; Kristen Valyi-Hax-Ruth Hughes; Nannette Pretzer-St. Charles; Marsha Boyd-West Branch; Bryon Sitler-White Pine.

Council Members Not Present: Colleen Montalbano-Bay City Schools; Marcia Dievendorf-Caro; Bruce Guy-Gladwin; Sheila Bissonnette-Harrison; Jessica Moore-Marlette; Judy Eastland-MMI; Shawn Troy-MCC.

Others Attending: Karl Steiner-VLC; Kay Dunker-VLC.

Chair E. Schmandt called the meeting to order at 10:01 a.m.

E. Schmandt asked if there were any additions to the agenda. There were none.

DECISIONS

1. J. Bach moved to approve the minutes from November 18, 2009 meeting. J. Wood seconded. Motion passed.

EXECUTIVE DIRECTOR'S REPORT

1. K. Steiner was contacted by a salesperson from BookBrowse, a service that complements Novelist. Handouts are available. There will be a consortium discount, but basic pricing information is available at http://www.bookbrowse.com/lib/info/BookBrowse_Price_List.pdf
2. The CEO of SirsiDynix has written a letter stating that the Horizon software does not have an end-of-life. The company plans to continue to develop the product.
3. Libraries with telecom through the VLC will need new routers. Members will be contacted soon to arrange installation.
4. K. Steiner has submitted four new grants: two in Midland County and two in Shiawassee County. He has plans for submitting more.
5. There will be a demonstration webinar of software that can print hold slips on Wednesday, March 24 at 2 p.m. The software can print hold slips in varying fonts and sizes. There are a limited numbers of seats. K. Steiner will be contacting the members about signing up for the webinar.
6. K. Steiner reported on the finances of the consortium. K. Steiner has signed a three-year contract with Merit for Internet access. The bandwidth has been decreased from 10.5 Mb to 7.5 Mb, resulting in a savings of approximately \$4000 a year. M. Boyd asked about the status of the mortgage. K. Steiner reported that the amount due was about \$105,000, which should be paid off in 2014. M. Barnard asked about a revised budget. K. Steiner will present a revised budget at the next meeting.

DISCUSSIONS

1. Interest in E-Commerce from Envisionware

E-Commerce is software that allows patrons to pay fines and fees via credit card, deposit account and cash. The payments are then immediately reflected in Horizon. This software can also work with Envisionware's PC management software and with the Print management software. K. Steiner will set up a demonstration of the software.

2. VLC and MeL delivery

Currently White Pine is generously allowing the VLC to use its delivery stops, but White Pine may drop the delivery service. If this happens, the VLC will begin sending items through the US Postal service, charging the delivery costs back to the member receiving the item. When possible, items, such as ILL bands, will be distributed at meetings.

3. Process for selection of Director

A selection committee was formed to write a job description and determine a selection process. Members of the committee include the following: Erin Schmandt-Chesaning, Stephanie Mallak Olson-Iosco, Kate Pohjola-Lapeer, Melissa Barnard-Midland, and Judy Eastland-MMI.

Qualities for the director were discussed:

- An MLS is preferred, but may not be required
- The ability to relate to different types of directors
- Grant writing experience
- USF experience
- Budget and finance experience
- Personal management experience
- 5 to 10 years of experience

The general consensus is that the position should be filled by June 15. K. Steiner said he could be flexible in his final date in the office (June 25).

ANNOUNCEMENTS:

Grace A. Dow has used money from the Friends group to purchase four Netbooks for use in the youth services department. The Netbooks are for use only by youth in a designated area for a two-hour period.

Bridgeport purchased eight Netbooks for a mobile training last fall. In January they started circulating them to adult patrons for use in the library.

Meeting adjourned at 10:49 a.m.

Next scheduled meeting is March 17, 2010 at 10:00 a.m.

Minutes prepared by Kay Dunker.