

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

Council Members Present: Tom Birch-Bay City; Marcia Dievendorf-Caro; Erin Schmandt-Chesaning; Josh Schu-Community District; Desta Ureel-Dryden; Bruce Guy-Gladwin; Stephanie Mallak Olson-Iosco; Kate Pohjola-Lapeer; Melissa Barnard-Midland; Judy Eastland-MMI; Kelli Lovaz-North Branch; Jeanette Bach-Pigeon; Kristen Valyi-Hax-Ruth Hughes; Nannette Pretzer-St. Charles; Bryon Sitler-White Pine.

Council Members Not Present: Kay Hurd-Almont; Colleen Montalbano-Bay City Schools; Rosemary Rice-Gutierrez-Bridgeport; Jack Wood-Delta; Sheila Bissonnette-Harrison; Jessica Moore-Marlette; Shawn Troy-MCC; Alice Parsons-Northwood; Trish Burns-PLOS; Marsha Boyd-West Branch.

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

Chair E. Schmandt called the meeting to order at 10:02 a.m.

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

DECISIONS

1. B. Sitler moved to approve the minutes from February 17, 2010 meeting. J. Bach seconded. Motion passed.

EXECUTIVE DIRECTOR'S REPORT

1. Horizon 7.5 (the current version) is not supported on Windows 7. Horizon 7.5.1 will be supported and is due out the end of this year. The VLC has been asked to beta test Horizon 7.5.1. Features of Horizon 7.5.1 include: fees for holds, rental of items, SMS text messaging for notices, and combining of Horizon codes for use in limiting.

Also of note, OCLC libraries should be aware that OCLC is working on a version of Connexion that will work on Windows 7. This version is not due out for at least a year.

2. K. Steiner reported on the finances of the consortium.

DISCUSSIONS

1. Database recommendations

M. Barnard moved accept the Database Committee's recommendation to add the Collection and Itype to the Checkin screen. T. Birch seconded. Motion passed.

2. Suggestions for training topics via VLC video clips

Using RHUB (the remote access appliance the VLC uses for support issues), the VLC staff can produce training videos. K. Dunker has produced two videos that are available on the Members site on the Horizon 7.5 Documentation page: one is on relinking items, the other on the 440 series tag. K. Steiner asked for other topics. J. Bach suggested explaining the borrower record. Lengthy videos are an issue as RHUB has no editing capability. The VLC will have to look at other software in order to pursue this issue.

3. VLC Main Router replacement

Three years ago the VLC purchased a new router that could support the existing T1 circuits and possible future circuits. Since that time, the number of T1 circuits used by members has decreased. The maintenance on the router has increased from \$4200 a year to \$5800 a year. K. Steiner recommends purchasing a new router for \$8000 with maintenance of \$800 a year. The current router has value as a spare router for the VLC.

K. Valyi-Hax moved to replace the main router as proposed. M. Dievendorf seconded. Motion passed.

4. Report from Search Committee

B. Sitler moved to empower the appointed Search Committee to recommend a final candidate to the Administrative Council. T. Birch seconded. Motion carried.

The committee is still investigating the interview process, but the intent is to open the process up to members at some point.

The Board will determine the salary range of the position.

5. Revised operating budget, FY2009/10

Many items were reduced in order to increase the Promotion line by \$2600. Also, \$10,500 was added to the Benefits line to cover unused sick and vacation time for the retiring Executive Director.

K. Valyi-Hax moved to approve the budget revisions with the understanding that the money in the Promotion line item is to be used for candidate search expenses. J. Bach seconded. Motion passed.

ANNOUNCEMENTS:

Bay County will be going for a 4 year, 1-mill renewal in November 2010.

The Lapeer Goodland branch has been closed due to a toxic mold problem.

Meeting adjourned at 10:56 a.m.

Next scheduled meeting is April 21, 2010 at 10:00 a.m.

Minutes prepared by Kay Dunker.