

SDLN Executive Committee Minutes

11.12.13

9:00am – 11:00am CT

Attendance: Ethelle Bean, Patty Andersen, Warren Wilson, Ronelle Thompson, Nancy Sabbe, Elvita Landau, Sam Gingerich

Not in attendance: Daria Bossman

Also in attendance: Colleen Kirby, Christy Couch, Nina Mentzel, Sean Crooks

Approval of October 10, 2013 minutes: Motion to approve by Elvita. Seconded by Nancy. Motion carried; minutes will be posted.

Executive Director:

General Update – Nichole Gollinvaux's last day was October 30. Christy Couch was hired as her replacement. Nina will be leaving her position at SDLN to take a position with the State Library on January 9. She will be the new Metadata Librarian working on cataloging and digitization. Warren will review her job description. The EC Committee will be involved in decisions regarding how this position is replaced.

Training update - Nina reported that the version 22 update has been uploaded to the website. She has been working with the remote libraries via WebEx sessions and with the law library at USD on serials.

FY14 YTD Budget –The YTD interest of \$28,653 was posted. This is approximately \$16,000 less than budgeted. Next year's interest will also likely be less than we budgeted so adjustments may be needed. There were questions about the percent of interest being earned and why it deviates so much each year.

Unfinished Business:

ALEPH v.22 Update - Grupo Maya has not been responsive to our requests for assistance. As a result, Warren is talking with Al Rykus, who is working for ODIN since retiring from MnScu PALS. The question was raised as to whether SDLN can enter into contracts. Sam said that SDLN can do short-term contracts but when the MOU is dissolved the contracts will no longer be active.

Re-indexing Update - The update is set for the long weekend over Thanksgiving. Staff were encouraged to keep member libraries posted on the update process via e-mail.

Deleting records for members who drop – Members who cancel their membership and want their records extracted are charged a \$50 extraction fee and .50/per record. In the past, SDLN has retained the member's records for six months and then deleted them. Six months may be too long to keep records for a library that is being dispersed. It was suggested that the procedure for cancellation of membership should be written and available in a password protected location on the SDLN website.

New Business:

Recap of November 4, 2013 SLiC Meeting –Sam provided a summary of the meeting with the Regental library deans/directors. This meeting was called to allow the Regental librarians to begin framing a management structure to operate an automated library system. This is necessary because of the decision by the partners to the MOU that underpins SDLN, the State Library, Department of Education and the Board of Regents, to dissolve this agreement. He reminded the group that this was occurring because the processes outlined in the MOU were not being followed and to recognize this, earlier this year, the Department of Education had the statute repealed that allowed it to be a partner in a network. The Department of Education has taken the lead in the dissolution of the MOU. As this occurs, the Regental librarians will be working to create a management structure. At the same time, the Board of

Regents will need to approve a legal framework that will allow other libraries to partner with Regental libraries. A formal summary of the meeting is being prepared for distribution to the EC and member libraries. Additional updates will be provided as this process unfolds.

Public Libraries Letter – A letter was sent on October 31, 2013 to SDLN EC from most full Public Library members outlining their concerns about continued membership in SDLN. Nancy stated that public libraries are unsure what is going to happen with SDLN and several libraries indicated they are leaving for certain, as they have the money. Ronelle will draft a response to the Public Library communication to share with the EC before sending.

New Member Request – Nina received a call from Dakota Club Library (Eagle Butte-Tribal Library) inquiring about membership. There has not been a new SDLN member for quite some time. Nina had questions concerning start-up fees, etc. It was suggested to look in past minutes to see what fees were charged in the past.

Updating Contact Lists – Sean does not have a way to sort SDLN-I by member libraries so an update will have to be done manually. The list will be sent to each Library Director to review.

Next Meetings – December 12th, January 9th, February 13, March 6, April 10 all at 9AM CT

Meeting adjourned 9:10am MT