

SDLN Executive Committee Minutes

12.12.13

9:00am – 11:00am CT

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

Also in attendance: Christy Couch, Nina Mentzel

Approval of November 12, 2013 minutes: Motion to approve by Ethelle. Seconded by Nancy. Motion carried; minutes will be posted.

Executive Director:

General Update – Nina’s last day in the office will be this Friday, December 13th. Sean will take a role in the upcoming Executive Committee calls going forward.

Training update - Nina reported that she did some training via WebEx with the Huron Library on label printing with Aleph. Nina has put all her documentation in a folder on the staff directory for any SDLN staff to have access to. She has worked with Glenn and Krystal.

FY14 YTD Budget –Updated budget report was sent out and there were no questions. Any variances were reviewed last meeting.

Unfinished Business:

SDLN Going Forward-Sam reported on last week’s BOR meeting. On the following Friday, he stopped by and updated the SDLN staff. Sam will present an update at the BOR’s Spring meeting regarding a new legal management structure. A question was asked about the timeframe for establishing a new legal structure. Sam said BOR libraries will have to decide what information system they want to use. SDLN can still sign the MINITEX contract. Ronelle asked if the state library would be willing to resume responsibility for the MINITEX contract in the future when SDLN no longer exists; Daria said it could. The reserve account was brought up. If full member libraries leave, they may want their reserve funds returned. The Executive Committee will need to recommend a reasonable way to disburse funds. Warren was asked to develop a couple of formula scenarios based on averaging annual costs over 1, 3, and 5 years. It was asked if the BOR Libraries (SLIC) is working on operational documents. Sam will ask them at the SLIC meeting next week.

Re-indexing Update-The update went very well. There were a couple of issues and Sean resolved them. The re-indexing took approximately 80 hours to complete.

ALEPH v.22 Update – We are still working on a contract with Grupo Maya. Warren is talking with ODIN for oracle support.

New Member Request-Nina has not heard back from the Dakota Club Library. She emailed them after the last meeting. Nothing has been heard back since.

New Business:

Remaining Sun Servers –The SUN blades are 7 years old and near end of life, meaning the vendor no longer makes parts. SUN servers support Outlook for SDLN staff and librarians, listservs and shared calendars, web pages (both SDLN’s and member libraries), and shared use of Exchange between Aleph, Support Site, and Advanced Reporting. Included in these groups are 172 email accounts setup for librarians, four libraries web pages are hosted here and 9 libraries have web pages redirected. The other blades we currently use are HP blades, which have a lower maintenance cost than the SUN blades. The approximate cost to replace the blades with HP blades would be \$8,000. The committee asked if we could find another email provider. Warren mentioned Microsoft Live. He will look at options for emails and report at the next meeting.

DSL D Upgrades-Sean updated the digital library software to the current version.

Next Meeting – January 9th at 9AM CT

Elvita moved to go into Executive Session. Ethelle seconded. Motion carried.

Executive Session – 10:06 am

Review of SDLN Librarian Position Description

Meeting adjourned 10:35am CT