

Minutes of the Annual Meeting of the Southern NH Library Cooperative May 6, 2013

Tina Owens stated, the hosting library will lead the meeting and appoint the note taker.

The regular meeting of the Southern NH Library Cooperative Board of Trustees was called to order at 7:10 pm by D. Hoadley

Trustee's attending the Meeting.

Last Name	First Name	Town	E-mail address
Cobb	James	Atkinson	jcobb@kimballlibrary.com
Doughty	Wendy	Atkinson	Wendy.doughty@leewayne.MV.com
Finn	Marnie	Atkinson	Mfinn111@comcast.net
Jette	Linda	Atkinson	ljette@myfairpoint.net
Heer	Diane	Atkinson Director	director@kimballlibrary.clm
Blair	LuAnn	Plaistow	animalhouse1@comcast.net
Hoadley	Deb	Plaistow	debhoadley@gmail.com
Query	Jane	Plaistow	w.query@comcast.net
Vavra	Kate	Plaistow	katiwont@hotmail.com
Arrato Gavrish	Diane	Plaistow Director	director@plaistowlibrary.com
Owens	Tina	Sandown	towens@sandownlibrary.us
Pajak	Louise	Sandown	lbpajak@comcast.net
Stafford	Carol	Sandown	cjstaff@comcast.net
Stock	Pete	Sandown	pstock@comcast.net
True	Diana	Sandown	NHtrue@comcast.net
Lachance	Barbara	Sandown Director	blachance@sandownlibrary.us

Trustees absent from meeting

Phair	Alan	Atkinson	apharr@aol.com
Willis	Catherine	Plaistow	cdwillis@comcast.net
Peck	James	Plaistow	jimbo206@comcast.net

D. Hoadley called for a discussion of last year's minutes.

Punctuation corrections were suggested by L. Pajak, D. True, and T. Owens. D. Hoadley stated that an attendee list should be included in the minutes. A motion to accept the minutes was made by K. Vavra, and seconded by D. True. Vote: 9-0-6

Update from the directors.

Barbara Lachance – Statistics – Transfers and in house usage.

New Patrons

Diane Heer stated the co-op makes getting a library card attractive to the customer. Kimball library is issuing new cards regularly.

Barbara Lachance said that the co-op was a great asset to Sandown.

Diane Arrato Gavrish said it was hard to estimate the number of new patrons due to the fact that every book and patron has to have a new 14 digit barcodes.

SNHLC Monthly Transfers 2012.

A handout was given with the statistics. There was a question about transfers from a library to that same library. Pete Stock will email his charts to the other members of the board.

Diane Heer stated that e-books from the Downloadable site are very popular.

Diane Heer - Technology advances/ OPAC changes.

KOHA

The OPAC has two layouts. One is mobile friendly, the other module has the ability to show a scroll of newly arrived books.

The directors decided to remove the number from the public holds list because it discourages patrons.

There is now an option to show barcodes in the search results.

It is possible to limit a search by library; now it will be possible to limit by material type.

It is anticipated that it will be possible to scan a picture of a library card into a smart phone. A special scanner would be needed to scan the phone photo. Bywater is responsive and working on this adaption.

Diana True asked about the time frame for new books. New books are not transferred to another library for six months. This arrangement is flexible within the co-op.

Diane Arrato Gavrish – New member info/CASSIE

New members in co-op

There is a new member sub committee .

Some libraries are reluctant to commit to the co-op. It maybe because of staff, money or time issues, Hampstead is interested, but need to go with KOHA, The state is going with KOHA. A letter has been compiled to give to libraries interested in joining the co-op. Tina Owens, Marnie Finn, and Deborah Hoadley will form the new member committee.

CASSIE

Cassie is the new public computer manager. It is compatible with KOHA. The cost is dependent on number of computers. B. Lachance stated that the co-op has buying power . Another example of the buying power is the Movie License.

Update on 3.10 KOHA upgrade

It was a little messed up. Atkinson had difficulty with the cash draw. Plaistow had a trustee that was only allowed to check out DVDs. There were many individual things that couldn't be duplicated. Diane Heer stated that the directors are the managers of KOHA and this is an added responsibility. They are learning as they go. They share the trouble shooting.

Review of current Bylaws.

Tina Owens motioned to amend Article V. Meetings, Section 2. To read as following:

The cooperative shall hold an annual general meeting each May. The hosting library shall be responsible for running the meeting and recording the minutes. Agenda items for the annual general meeting should be submitted by April 1st, to the hosting library The hosting library will rotate among member libraries

from year to year. Louise Pajak seconded the motion. The article will be submitted on April 1, 2014 and voted on at the May 2014 annual meeting.

The Bylaws pertain to current members.

A steering committee for new members will look at the Bylaws relating to membership, Directors will let board know when their quarterly meeting will be held.

D. Hoadley suggested Article VI Section 3 should be changed. The suggestion will be submitted in writing to the hosting library by April 1' 2014. This motion will be presented to the board at the May 2013 meeting. A vote will be called at that time.

The executive committee needs to meet in March 2014.

The Bylaws need to set a date for the executive meeting.

The Bylaws need to outline how the executive committee will address Bylaw changes.

Old Business

The problem with fines is solved.

New Business

Tina Owens suggested archiving the yearly minutes of the Annual Meeting of the Southern NH Library Cooperative. Each library will have a copy in a stationary place for the public to review.

Other

Wendy Doughty suggested a promotional product for the library co-op to sell D. Hoadley suggested that the Directors will investigate this idea.

Barbara Lachance is retiring,

Date of the next

The date for the next annual meeting is May 6,2014. The first Tuesday of the month. The meeting will be held at the Kimball Library in Atkinson.

The motion to adjourn the meeting was made by Louise Pajak and seconded by Tina Owens. Vote 16-0-0