

LION Board of Directors

January 23, 2018

9:30

Russell Library

Middletown, CT

Present: Bonny Albanese (MA), Marian Amodeo (HM), Collen Bailie (WM), Jennifer Billingsley (MD), Nancy Bruckner (NW), Melissa Canham-Clyne (BE), Richard Conroy (EX), Beth Crowley (MA), Lew Daniels (WS), Joseph Farara (LION), Jane Fisher (WA), Janet Flewelling (WA), Andy Gardner (LION), Michael Gilroy (RB), Katie Huffman (OL), Karen Jensen (BR), Pat LaTerza (NH), Jess Lobner (ML), (Suzanne Maryeski (NL), Rob McCoolle (GU), Cornell McNair (NW), Katie Nazarian (MC), Amy Noble (NB) Ellen Paul (EH), Alice Pentz (ST), Tom Piezzo (HA), Karen Roesler (ME), Cyndi Shirshac (DU), Lisa Timothy (EL) Eric Werthmann (WD), Rick Widlansky (LION)

AGENDA

- I.** The meeting was called to order at 9:31
- II.** Additions to agenda: None
- III.** Public Comment: None
- IV.** Approval of minutes from November 28, 2017: Karen R. made a motion to approve the minutes. Jane F. seconded. Approved. Richard C. and Eric W. abstained.
- V.** Treasurer's report: Eric W. said the reports look fine. The Finance Committee is going to meet, hopefully in February, and one of the things to start working on is revising the fee formula. The committee hopes to finalize the new fee formula by the fall, in anticipation of implementing it for FY20.
- VI.** ACTION/DISCUSSION
 1. Jane F. Jane Fisher reported that Joe F. compiled a list of Lion's core service and subsequently developed a brief survey for member libraries to express their opinion about whether the list of core services should remain as-is or have items added or subtracted. The survey also asks members to weigh in on Lion's fee structure. She encouraged members to complete the survey. The planning committee will meet soon to review the survey results and discuss next steps, including focus groups for member libraries. We are pleased that Andy G. has joined the planning committee.
 2. Joe F.: Cromwell and Trumbull libraries have inquired about the possibility of joining LION. Trumbull is not contiguous to current LION libraries and is a stand-alone library. If we proceed he will renegotiate with III.

A discussion about adding more member libraries included many questions: Will Riverbend then increase the delivery costs because of the extended distance? What is the timeframe as we are about to go through the strategic planning process? Should there be a limit to the number of libraries? How will this affect the fee structure? Will LION need additional staff? Will additional members lower costs? Should there be a

fee to join as there was in the past? Should we investigate the finances of potential members? Are all LION libraries committed to staying?

If LION approaches potential members there should be a list of priorities and market them. Joe F. suggested that LION have a table at the next CLA conference. LION library directors could attend meetings with potential members to promote the consortium and answer questions. Jane F. offered a positive experience with a larger consortium that implemented a smaller, rotating board with more robust committees as a possible structure if LION expands.

3. LION Core Services: Karen R. moved that the Board make LION Core Services draft official. Eric W. seconded. Approved.
4. LION Service Level Agreement: Comments that this agreement is a useful tool for marketing to potential members and also for working with Town IT departments.
5. Riverbend and LION Library snow closures: Currently communication with Steve at Riverbend is efficient. Richard C. suggested using Shoutbomb as a tool.
6. Circulation Policy Reminder: a reminder to honor each other's loan periods. Call other library to ask permission before extending loan period. Question if there is a recall function in SIERRA and should it be implemented. The Circ committee will report back to the Board after the next meeting.
7. CLC Delivery Service RFP Update: Joe F. has no confidence it will happen. No follow up from two vendors. Majority of Bibliomation libraries not interested. LCI expressed satisfaction with their delivery. The State delivery service appears at risk.

VII. REPORTS

1. LION: Joe F. has begun quarterly meetings with other consortia.
He is exploring the idea of LION virtual office space. LCI is also considering. LION rental fees are \$20-25,000.
The new phone system in place January 30, 2018.
There will be a PIKA meeting on January 24, 2018
Ill has a new account representative.
LION ordered 50 more bins for the delivery service.
Andy: East Hampton going live went well.
Rick: working on voiceover IP and Bethany is turned up on fiber.
2. LION Committees:
Nominating—new chair for the committee is needed. LION will need to nominate a new Secretary and a new Vice President.
Finance—planning a future meeting
Personnel—Joe F. updated the personnel manual. All job descriptions are updated.
Salaries will be brought to the finance committee.
The manual will be reviewed by the LION attorney.
Bibliographic—Nancy B. reported that they had a good turnout with many new people to discuss bibliographic standards. They will meet quarterly and should be mandatory.

They want to create a list of catalogers with specialties. The next meeting will be in April.

There was discussion of the mandatory requirement. Although the meetings are deemed of extreme importance in maintaining standards, many libraries with limited or part time staff are unable to send staff to quarterly meetings. The possibility of virtual meetings for committees in the future was discussed. Beth C. suggested that libraries be responsible for attending meetings with action items on the agendas. Nancy B. will remove the word mandatory.

Circulation—Bonny A. said the next meeting will be Feb. 15 or 22 at Guilford Library. She will send an email survey. Do we need new training for best practices with so many new employees?

LUX—Janet F. said they will meet on Feb. 7 at Wallingford Library. They will be discussing PIKA. She will send out links after the meeting.

eBooks—Deb B. was absent but reported that the smaller committee was working well with new volunteers.

VIII. OLD BUSINESS

IX. NEW BUSINESS

Next meeting is March 27, 2018 at Russell Library in Middletown.

Melissa C. reminded everyone to complete the Resource Sharing survey online.

X. The meeting adjourned at 10:57.