

System Services Committee

Meeting Oct 10, 2012

Directors present: F. Rees, (chair); G. Governan; T. Lawrence; F. Johnson; E. Freudenberger; C. Rodriguez; G. Thorpe; J. Kelsall-Dempsey

MHLS Staff present: M. Nyerges; M. Advocate

Meeting called to order at 10:05 am by Chair Rees.

Distribution of initial cost of Innovative self-checkout and policy for further purchases:

The one time consortium buy-in fee is \$5800. The Self-Checkout module itself is separate and would cost each library purchasing it \$3,200. As early adopters, Beacon paid not only their fee of \$3200 but the consortium fee of \$5800.

Much discussion on options to reimburse Beacon for the consortium buy-in fee of \$5800.

Options: 1.) Take the money from the members' capital fund minus Beacon's prorated share. Any additional libraries adopting self-checkout would pay the capital fund their prorated share. Possibility of capital fund not being made whole.

2.) Have any additional libraries adopting self-checkout pay Beacon their pro-rated share.

Much discussion ensued. Group finally came to consensus on MHLS paying the consortium buy-in fee in this instance only. **Recommendation:** In the case of the Innovative Self-Checkout, the initial consortium buy-in cost of \$5,800 will be paid by the Mid-Hudson Library System. Libraries purchasing the Self-Checkout shall reimburse the System for this initial consortium buy-in based on their chartered service population, (provided by the Division of Library Development) as a percent of the total population in the Mid-Hudson region.

Recommendation for future purchases of Innovative consortium-priced products:

Purchases of new Innovative consortium-priced products will come before the System Services Ad Hoc Committee for evaluation on a case by case basis to determine how initial consortium buy-in costs will be shared. The Committee will then make its recommendation to the DA for the DA's approval.

Member's satisfaction survey:

Reviewed draft Board president satisfaction survey questions. Group finds it satisfactory.

Break out session at DA focusing on communications element of POS. Instead of having the breakout session at Nov. DA meeting, the process will be introduced. The breakout session will be held at Dec DA meeting. Questions should focus on strengths and weaknesses. How is effectiveness defined. Format and focus: Statement will be given out prior to DA meeting as attachment. Directors can begin thinking about the statement; whether they agree or disagree and why. Focus will be on specific examples of communication and kept to the past year. Merribeth will come up draft and send to group for review. Group will meet directly after Dec DA meeting to discuss findings.

Meeting adjourned 11:55 am