

**PALS Plus General Membership Meeting  
April 27, 2017  
Clifton Public Library - 10:15 a.m.**

**AGENDA**

Business Meeting

Sunshine Law

Call to order

Approval of the minutes of the March 23, 2017 meeting

Public Petitions and Requests

- Guest speaker Kathy Shalk-Greene – LibraryLinkNJ Executive Director
- Guest speaker Mariela Perez Trejo - 4CS of Passaic County, Inc., Parent Services Manager

President's Report— Jody Treadway

Treasurer's Report—Christine Pelchat-Miller

Executive Director's Report—Luca Manna

Committee Reports

Old Business

New Business

Announcements

Adjournment

Next Scheduled General Membership Meeting – September 28, 2017 at Wayne Public Library

**PALS Plus General Membership Meeting  
March 23, 2017  
Clifton Public Library - 10:15 a.m.**

**AGENDA**

**Business Meeting**

**Sunshine Law** – The sunshine law has been satisfied.

**Call to order**

The PALS Plus General Membership was called to order at 10:23 a.m. by President Jody Treadway (Wayne) at Clifton Public Library. In attendance were Patti Perugino (Bloomingtondale), Claudine Pascale (Caldwell), Candice Brown (Clifton), Brianne Colombo (Fairfield), Tara Morstatt (Haledon), Christine Pelchat-Miller (Little Falls), Susan Serico (North Haledon), Mario Gonzalez (Passaic), MiBong La (Passaic County Community College), Michael Drazek (Pompton Lakes), Cheryl Ashley (Verona), Gillian Buonanno (Wanaque), Ricardo Pino (West Milford), Linda Hoffman (Woodland Park) and Luca Manna (PALS Plus). Cedar Grove, Paterson, Ringwood and Totowa were not represented.

**Approval of the minutes of the October 27, 2016 meeting**

Mr. Pino made a motion to approve the minutes of the October 27<sup>th</sup> meeting. Ms. Ashley seconded the motion. The minutes were approved unanimously with amendments.

**Public Petitions and Requests**

Mr. Pino made a motion to close the public portion of the meeting. There were no members of the public in attendance. Public Session was closed.

**President's Report— Jody Treadway**

- Ms. Treadway welcomed the membership to the first of two spring membership meetings.
- We have switched from OverDrive Periodicals to Zinio. Statistics have improved and patrons are very happy.
- Please send Mr. Manna your state reports if you have not done so.
- Membership committees are up and running. We appreciate directors who have allowed their staff to participate although many libraries are short-staffed.

**Treasurer's Report—Christine Pelchat-Miller**

Ms. Pelchat-Miller reviewed the balance sheet and budget vs. actual income for February and stated that we are financially in line for this time of year. Ms. Serico made a motion to approve the treasurer's report. Ms. Morstatt seconded the motion. The treasurer's report was approved unanimously.

## **Executive Director's Report—Luca Manna**

Mr. Manna discussed the close of his first year at PALS Plus citing several accomplishments such as the hoopla launch, expanding service in 2017, switching periodicals from OverDrive to Zinio, improved bandwidth with lowered cost, improved infrastructure and the addition of Verona as a new member. Mr. Manna is very happy with member participation and engagement with PALS Plus committees, one of his primary goals when he began, stating that you need to look beyond your library to enrich your patrons. As members and staff have been extremely welcoming, informative, and positive, bringing him up to speed, Mr. Manna looks forward to his next year at PALS Plus.

## **Committee Reports**

- Technology Committee has gathered information which will be discussed in order to take action.
- Public Relations Committee hopes to visit all libraries to accomplish many things including creating a media contact list to facilitate press releases, partnering with Youth Services Committee to create a summer tourist program and bringing awareness to communities. The PR Committee is also working to improve social media, raise participation in the Passaic County Fair and create a brochure highlighting services and a commercial for the consortium.
- Information Management is a newly created committee which will be looking at the manner in which information moves around making it more efficient for staff and the public. Working with Youth Services committee, Public Relations committee and Reference, Information Management will also examine the wiki and social media. Please respond to their survey which has been sent out.
- Policy Committee provided the results of their survey. DVD fines will be lowered to 50 cents per day and new DVDs can be renewed once but all others can be renewed twice. The new policy will begin May 1<sup>st</sup>. The fines will be reduced retroactively. Mr. Gonzalez did not approve of retroactively reducing the fines and requested that Mr. Manna look into keeping the fines acquired before May 1<sup>st</sup> at 100%. Mr. Manna did not believe the software was able to do that but will question SirsiDynix.
- Tech Services Committee will come up with standards. They will use Blue Cloud Analytics to run reports and also work on the duplication issue with the catalog. Standards are not being adhered to. All members will need to abide by the new rules as the committee makes a decision. This needs to be addressed. Mr. Manna stated that the new hire will police this. Training sessions were suggested.
- Youth Services Committee will be presenting at the NJLA conference at 3:00 p.m. Wednesday. Chris Grabenstein will be participating via Skype to discuss the Escape Room.

**Old Business** – There was no old business.

**New Business** – There is no new business.

## **Announcements**

- Verona will be closing the building for renovations on April 24<sup>th</sup> and moving to an annex, circulating all but adult non-fiction.



292 Piaget Avenue, Clifton, New Jersey 07011

- The grand re-opening of Clifton's Allwood Branch will be on April 6<sup>th</sup> at 9:30 a.m. Candice will be retiring on September 1<sup>st</sup>.
- West Milford is hoping to open in April or May on a Saturday.

### **Adjournment**

The meeting was adjourned at 12:15 p.m.

Next Scheduled General Membership Meeting  
April 27, 2017 at 10:15 a.m. at Clifton Public Library

# PALS Plus

2017 PALS PLUS BUDGET VS ACTUAL	March	YTD	Budget	Balance	
<b>INCOME</b>					
Assessment	\$ 108,718	\$ 230,964	\$ 577,985	\$ (347,021)	40%
Capital Income	\$ -	\$ -	\$ -	\$ -	
Passaic County Contribution	\$ -	\$ -	\$ 70,000	\$ (70,000)	0%
Associate Member Dues	\$ -	\$ -	\$ -	\$ -	
Interest Income	\$ 44	\$ 118	\$ -	\$ 118	
Other Income	\$ -		\$ -	\$ -	
Applied from Reserves	\$ 19,929	\$ 19,929	\$ 20,000	\$ (71)	
<b>Total Budgeted Income</b>	<b>\$ 128,691</b>	<b>\$ 251,011</b>	<b>\$ 667,985</b>	<b>\$ (416,974)</b>	<b>38%</b>
<b>EXPENSES</b>					
Advocacy and Public Relations	\$ -	\$ 138	\$ 3,750	\$ 3,612	4%
Capital Expenses	\$ 2,109	\$ 2,109	\$ 25,000	\$ 22,891	8%
Contracts and Subscriptions	\$ 2,352	\$ 19,547	\$ 172,888	\$ 153,341	11%
Digital Collections	\$ 721	\$ 45,650	\$ 59,000	\$ 13,350	77%
Fee for Service	\$ 1,175	\$ 1,542	\$ 9,425	\$ 7,883	16%
Group Purchases <sup>A</sup>	\$ (18,369)	\$ (18,527)	\$ -	\$ 18,527	
Office Supplies and Equipment	\$ 139	\$ 333	\$ 4,500	\$ 4,167	7%
Official Business	\$ 810	\$ 1,085	\$ 7,500	\$ 6,415	14%
Open Borrowing Program <sup>A</sup>	\$ -	\$ -	\$ -	\$ -	
Personnel including Tech Support <sup>A</sup>	\$ 36,861	\$ 77,137	\$ 356,538	\$ 279,401	22%
Rent	\$ -	\$ 4,200	\$ 16,800	\$ 12,600	25%
Telecom: Members <sup>A</sup>	\$ (3,550)	\$ (3,616)	\$ -	\$ 3,616	
Telecom:PALS Plus	\$ (11,200)	\$ (6,581)	\$ 7,584	\$ 14,165	-87%
<b>Expenses</b>	<b>\$ 32,967</b>	<b>\$ 145,160</b>	<b>\$ 662,985</b>	<b>\$ 517,825</b>	<b>22%</b>
<b>Contingency Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>0%</b>
<b>Total Budgeted Expenses</b>	<b>\$ 32,967</b>	<b>\$ 145,160</b>	<b>\$ 667,985</b>	<b>\$ 522,825</b>	<b>22%</b>

<sup>A</sup> Monthly and ongoing balances include reimbursement from members

Shaded lines are not included in budget totals

**PALS Plus, Inc.**  
**Balance Sheet**  
As of March 31, 2017

	<u>Mar 31, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10150 · VNB Operations Acct [2590]	226,692.13
10250 · VNB ACH Acct [8040]	1,413.36
10300 · PALS Plus NJ Cash Management	76,871.64
10350 · VNB Money Market Acct	32,131.07
<b>Total Checking/Savings</b>	<u>337,108.20</u>
<b>Accounts Receivable</b>	
11100 · PALS Plus Member Invoices	41,924.43
<b>Total Accounts Receivable</b>	<u>41,924.43</u>
<b>Total Current Assets</b>	379,032.63
<b>Fixed Assets</b>	
12600 · Acc Dep Computer Equipment & So	-1,258,480.62
12700 · Acc Dep Leasehold Improvements	-1,525.00
12800 · Computer Equipment/Software	1,280,972.98
12900 · Leasehold Improvements	4,109.00
<b>Total Fixed Assets</b>	<u>25,076.36</u>
<b>TOTAL ASSETS</b>	<b><u>404,108.99</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	-22,485.91
<b>Total Accounts Payable</b>	<u>-22,485.91</u>
<b>Total Current Liabilities</b>	<u>-22,485.91</u>
<b>Total Liabilities</b>	-22,485.91
<b>Equity</b>	
30000 · Opening Balance Equity	145,997.66
32000 · Retained Earnings	134,795.34
Net Income	145,801.90
<b>Total Equity</b>	<u>426,594.90</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>404,108.99</u></b>

## COSUGI

The COSUGI (Customers of SirsiDynix Users Group, Inc.) conference in Salt Lake City, Utah on April 11-13 saw a whirlwind of activity on all things SirsiDynix. While some of the over 400 attendees may consider it a 3-day sales pitch, it is, in essence, a very efficient way to hear about the strategic direction in products and services the company is taking, meet with peers who are facing the same organizational and ILS challenges, and learn how other libraries and library systems have used the tools available through the SirsiDynix platform to inform decisions and improve services.

As SirsiDynix headquarters are in Lehi, Utah, less than 30 miles from Salt Lake City, at one point there were over 200 SirsiDynix representatives from all departments present at the conference. The ratio of 2 to 1 meant that there was plenty of staff to answer the most esoteric of questions from attendees. And approachable they were; I spent a great deal of time speaking to our direct representatives (Vera Maeser, our Library Relations Manager, Bill Julin, our Executive Account Manager, Ray Biscaro, our Sales Director, and Kim Chambers, our Inside Account Consultant) on the 'state of our affairs' and networking with peers.

I will take this opportunity to highlight some of the announcements from the conference.

Not surprisingly, the BLUECloud suite of tools, SirsiDynix's solution for a web client, was the focus of the conference. While not explicitly stated, it is clear that the company's strategy is to focus on fully developing and implementing the BLUECloud suite as a future replacement for their computer installed client. They are still developing various functionalities within the separate modules, but progress is being made, albeit not as quickly as I would like. I anticipate that we won't see a full-fledged browser 'client' for another 2 years.

*Onto the list...*

### ***Analytics***

The BLUECloud tool we are most familiar with, BLUECloud Analytics, will be undergoing some changes in the coming months. The first will be an upgrade to the platform that serves as the engine of BLUECloud analytics, Microstrategy, to version 10. This upgrade will enhance existing features and provide an expandable infrastructure for new features. The second is a change in model that will allow administrators to download (and, in some cases, purchase) reports created by the user community and the staff at SirsiDynix. I, for one, welcome this change. The typical report takes over 5 hours to author for understanding and managing a complex relational database structure in order to develop the proper queries that will retrieve the correct information is a time consuming and cumbersome process, so any development to simplify this process is more than welcome. Why reinvent when there's a user group willing to share their solutions? This improvement will facilitate the sharing of these reports.

### ***Circulation & Cataloging***

Arguably, the primary functions of an ILS, these two modules are still in development with various functionalities being delivered throughout the year. In part, I am relieved that the company is taking their time to build these modules, as they are core components of an ILS and there is little margin of error, I do wish that the functionalities were further along so that we could begin testing the tools in preparation for the switch to the web client.

## *Mobile*

BLUECloud Mobile is the next generation mobile app for SirsiDynix. An eventual replacement for Bookmyne+, BLUECloud Mobile will expand on the functionalities currently available through the Bookmyne platform and deliver such things as push event notification, fuller account functionalities such as payment capabilities, and a digital library card. On the administrative side, BLUECloud mobile will expand control over aspects of the app, such as branding, social media integration, a CMS for creating and delivering content, and analytics reports to measure usage.

## *Visibility*

Implementing the promises of LinkedData and the BibFrame data model, BLUECloud Visibility will incorporate a library's collection into search engine results. For instance, a search for 'The Sun Also Rises' would retrieve, in the top set of results, your library's holding. Ideally, this would increase your collection's 'visibility' and draws customers to your library in a way that has not been previously possible through the internet.

## *Digital Academy*

It appears that SirsiDynix has also decided to enter the content curation fold and is in the process of launching a service that will incorporate free or paid courses into their catalog. I have mixed feelings on this development. While I appreciate the professional (one hopes) curation of this content and am happy about expanding the catalog as a gateway to content instead of a location pointer, I want the company to focus on developing their core functionalities. High-level representatives from SirsiDynix assured the attendees that this project did not distract from the development of BLUECloud or any other core services

These are the highlights. Naturally, many of these services are not part of the core package and are additional licenses, so as the products launch and mature, we can follow their developments and discuss the feasibility and affordability of adding these services to our portfolio.

## *One more thing...*

I learned through our representatives that there are over 20 SirsiDynix customers in the state of New Jersey – a mix of public libraries, consortia, and academics. I 'volunteered' to examine the possibilities of organizing a New Jersey SirsiDynix users group meeting: a one-day, mini-conference where we could gather with other SirsiDynix users and discuss the state of affairs. Generally, such a meeting is attended by representatives of the company which update the attendees on the company and are present to answer any questions.

## *Last one, I promise...*

Did you know that the BLUE in BLUECloud is an acronym for Best Library User Experience? Well, now we do.