

MINUTES
HANSEN COMMUNITY LIBRARY BOARD OF TRUSTEES

February 3, 2020

Elva called the meeting to order with all present.

Sharon read the minutes of the previous meeting. Vernell moved to accept the minutes as corrected, Louise seconded, motion passed.

Linda M. read the Treasurer's Report. Eileen moved to accept the report as read, Walt seconded, motion passed.

Cindy reported that the materials for the bike rack have been ordered.

Cindy reported that over \$600 in raffle tickets have been sold so far. The money has been placed in a specific location so as not to become co-mingled with petty cash. We need to check with the Lottery Commission to see what is necessary as far as reporting our raffle funds to them and any costs involved. It was noted that sales tax should be charged for the tickets.

The Let's Talk About It programs held in January were attended by 17 and 15 respectively.

Linda gave the board members some information on a different circulation system. The system we have now, OpenBiblio, is an open source and it has not been updated for several years and basically is becoming obsolete. Linda got a quote from Biblionix for a system called Apollo that is up to date and with more options than we currently have. It is devoted solely to small- to medium-sized libraries. It would be accessed through the computer browser and will not have to have server expenses or backup resources. There should be no problem with our barcodes being compatible, along with item and patron labels. A quote was sent by the company; the total cost of importing our data into Apollo, and making any corrections necessary is a one-time fee of \$1,200. The annual fee is \$900, plus any optional items. One option is a "catalog enrichment" which mixes full-color jacket image and summaries for \$300. Vernell moved to change our system to Apollo, paying the \$2,400 initial fee, and \$1,200 annual fee for one year to see if we want to continue the catalog enrichment option; Louise seconded the motion, and it was passed.

There being no further business, the meeting was adjourned until Monday, March 2, 2020.

Linda Oatman
Secretary