Director's Report
July 2011

Symphony
A Circulation class was held on July 14th with attendees from 6 libraries. We also held a Director's Station class focused on using DS for collection development. There were attendees from 8 libraries at that class.

Database maintenance efforts are continuing, particularly with authority records and periodical holdings. 2 libraries are working on inventory projects. Somerville patron records are being removed.

We continue to work with Comprise on testing the reporting capability of SmartPay. I am also evaluating PayPal as an alternate option.

Virtual Reference
As the work of the Statewide Virtual Reference Task Force moves forward there have been some suggestions that LMxAC should consider moving forward on our own to develop shared virtual reference options. I'd like to talk with the Board about bringing together some LMxAC member staff to talk about this issue and develop our own concept of what this might entail.

Strategic Planning
As we have discussed, LMxAC may be in a position to offer our members (and possibly other libraries) strategic planning services. I see LMxAC being able to offer our members the following services:

- Data collection and analysis including survey development and implementation, benchmarking against other LMxAC and NJ libraries, budget analysis, collection analysis and identification of relevant library services and technology trends.
- Meeting/process facilitation including working with planning committees, conducting focus groups, and interviewing local stakeholders.
- Plan development including mission, goals, objectives and methods for evaluating progress.

These can be time intensive activities and LMxAC is limited in the staff that is able to offer these services. I am proposing that LMxAC offer members a
strategic planning service for $5000 plus expenses. This package would include
the above and is based on the plan requiring no more than 70 hours of LMxAC
staff time. I propose a 3 month process for each plan and that LMxAC only
commit to one plan at a time. We could offer an expanded package of up to 100
hours at a cost of $7500 plus expenses.

LMxAC would continue to offer collection analysis reports at no charge as well as
access to our SurveyMonkey subscription to libraries wishing to conduct online
surveys on their own.

Activity Report
In June we made 12 troubleshooting visits to 6 member libraries. Other
measures of activity include:

System statistics

<table>
<thead>
<tr>
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<th>June</th>
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<tbody>
<tr>
<td>New Items Added</td>
<td>19563</td>
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<tr>
<td>Bib Records Added by LMxAC</td>
<td>37</td>
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<tr>
<td>New Bib Records Added</td>
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<tr>
<td>New User Records Added</td>
<td>5283</td>
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<tr>
<td>Brief Record Upgraded to full MARC</td>
<td>442</td>
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<tr>
<td>Duplicate records merged</td>
<td>553</td>
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<tr>
<td>API reports and transactions</td>
<td>8</td>
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<tr>
<td>Authority Records Added</td>
<td>188</td>
</tr>
<tr>
<td>Authority Records Modified</td>
<td>1008</td>
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Meetings
I have participated in the following meetings:

- NJLA Budget Meeting       June 20
- NJLA Board Meeting        June 21
- ALA Conference            June 24-28
- Public Policy Committee   July 8
- Collection Development Training July 12
- eBook Summit               July 14
- NJLA Budget Meeting       July 18
- Monroe Board Meeting       July 18
- LMxAC Meeting             July 22
- Virtual Reference Task Force July 25
- NJLA Board Meeting        July 26

Respectfully Submitted,

Eileen M. Palmer
Executive Director