



**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	June
New Items Added	19563
Bib Records Added by LMxAC	37
New Bib Records Added	4118
New User Records Added	5283
Brief Record Upgraded to full MARC	442
Duplicate records merged	553
API reports and transactions	8
Authority Records Added	188
Authority Records Modified	1008

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
LMx Meeting	July 22
Virtual Reference Task Force	July 25
NJLA Board Meeting	July 26

Respectfully Submitted,

Eileen M. Palmer
Executive Director