



BALDWIN PUBLIC LIBRARY  
MINUTES, SPECIAL MEETING  
December 28, 2011

1. Call to Order and Roll Call

The meeting was called to order by Andrew Harris at 7:30 p.m.

Library Board present: Sheila Brice, Andrew Harris, Frank Pisano, James W. Suhay, Bob Tera, David Underdown

Absent and excused: None.

Library Staff present: Doug Koschik, Library Director; Josh Rouan

2. Contract with SirsiDynix

Koschik stated that he had discussed the contract with Walter Briggs, liaison from the Beverly Hills Village Council, and with Mike Salhaney from Beier Howlett, who had provided a legal review of the contract. Some changes were made to the contract as a result of these discussions. Both Briggs and Salhaney gave their approval of the revised contract.

Suhay asked about the price of the contract. Koschik stated that the contract under discussion was 10-12% less expensive than the contract with SirsiDynix currently in place.

Pisano asked whether the number of titles and circulated items allowed in the contract was sufficient. Koschik stated that it was, due to the fact that the Library's collection size is not increasing, except for electronic resources, and its circulation is relatively stable. Koschik stated that an addendum to the contract provided that Baldwin is not responsible for paying SirsiDynix in the unlikely event that the Library is forced to permanently close.

Koschik reviewed some of the changes that had taken place in the contract since December 19:

- Addition of a Master Agreement including standard legal clauses. At Baldwin's request, SirsiDynix added an insurance statement and changed the governing law and venue from Utah to Michigan.
- Addition of a Service Level Agreement which provides Baldwin with credits if service is interrupted for more than 1% of the core business hours during a month.
- Assurances when the system will be available to Baldwin, when backups will be run, when Baldwin will have customer support, how quickly service will be provided, how the privacy of Baldwin's data will be ensured, and that Baldwin will be able to extract its data.

Board members and Koschik expressed thanks to Walter Briggs for reviewing the contract and suggesting improvements.

Move to approve a contract with SirsiDynix for the provision of an integrated library system for the amount of \$162,229.56, payable over the course of five years.

1<sup>st</sup> Pisano

2<sup>nd</sup> Brice

Yeas: Brice, Harris, Pisano, Suhay, Tera, Underdown

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

3. Adjournment

Motion to adjourn the meeting.

1<sup>st</sup> Brice

2<sup>nd</sup> Underdown

Yeas: Brice, Harris, Pisano, Suhay, Tera, Underdown

Nays: None.

Absent and excused: None.

The motion was approved unanimously. The meeting was adjourned at 7:46 p.m.

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Sheila Brice, Secretary

Date