



ILS Operations & Technology Policy Joint Committee Meeting
SELCO Office – Avila Room SELCO Office
3:00 – 5:00 PM Regular Meeting
November 16, 2006

Present:

Don Regelman
Allan Nilson
Jeannie Johnson
Lynne Young
Stephanie Silvers
Dianne Plager
Shirley Taylor
Chris Henderson
Graham Benoit

Don Overlie
Renée P. Lowery
Susan Hart
Ann Hutton
Barbara Misselt
Donovan Lambright
Craig Outcalt, Resource Staff
Jonya Pacey, Resource Staff

Absent:

Sharon Grossardt

Meeting Notes

Welcome by Allan and Jeannie

General Announcements none

Unfinished Business

1) Items from Previous Meeting

a) Unique Management Systems Report

- i) Donovan clarified that further investigation is needed, including how many libraries were interested and what the costs may be and if SELCO could pay for the Horizon module we may need to purchase.

b) Free Trial from Recorded Books for DVD Downloads

i) Status of Roll Out

- (1) Lynne reported December 1st is the release date.

ii) PR Development by SELCO staff

- (1) Ann asked if is this creating a problem to have a region-wide offering and if some libraries do not go beyond the six month free trial? Discussion and decision to evaluate this service during the trial.
- (2) The new Board/Librarian Public Relations Committee will have this added to their list of tasks.

c) Change of Borrower Type Limits Regarding Maximum Number of Overdues

- i) Jonya reported that this task is completed.

d) 7.3.4 Upgrade for ISBN-13

- i) Craig said we would do this on December 18th and it will be pushed out via disks delivered to each library. IPAC upgrade will also take place.

e) Request List from MnLINK

- i) Barbara said this report isn't available yet. She continues to talk to MnLINK's support person on a regular basis.
- ii) Ann will invite MnLINK to send someone to attend a meeting in the near future.

f) Purchase Requests via iPAC

- i) Craig has not had time to work on this.

g) All SELCO Libraries Toggle on iPAC

- i) Craig has not had time to work on this.

h) New Searching Index for Standard Numbers

- i) Craig has not had time to work on this.

2) Value Added Services Update

- i) Donovan reported that we continue to add public PC support sites.
- ii) This is a January – December contract.
- iii) Pc Support, Public Wireless and Digital Audio Book contracts are out in a short time.
- iv) The Premium Filtering contract's deadline is November 22.

3) Special Projects Update

a) Austin Public Computer Lab

- i) Donovan says there were not special project contracts with these three, but he still considered these as special projects because we were potentially getting as much value from two of these as the Online Library itself.
- ii) Austin Public Library's lab's PCs are completely open and can be used as the patron desires. The network had to be divided and segregate these PCs from the main network. This went live on November 3rd and there have been no calls for service on those machines to this time.
- iii) We did not charge Austin PL as this was a pilot project.

b) Spring Valley PC Grant

- i) This is completed as of last Tuesday.

c) Willow Creek Book Review Web Page

- i) Willow Creek School staff asked for a few more functions and delayed the roll-out until next week. Donovan demonstrated the tool to show the new features.

4) Review ILS Task Report

- i) Spanish language iPAC will be translated and reviewed by RPS Spanish Language students.
- ii) Discussion held about priorities of tasks on this list; Donovan encouraged the committees to share input regarding priorities.
- iii) Jeannie asked that the standard number search be given a higher priority.
- iv) Lynne asked that the Spanish Language iPAC be given a higher priority.

5) Update on 4.x/8.x Migration

a) Cost to Local Online Library

- i) Allan said that at the previous meeting Ann assumed that SELCO would pay for the next migration. At the last board meeting, Allan confirmed this as a board directive that SELCO will pay for this.

b) Migration Timeline

- i) Donovan said we are waiting for the various modules.

6) Tech Planning Conversations Update

- i) Ann said six have been completed and she and Donovan are going through the notes and creating a commonality document for review. This will be made available after the last of the meetings.

7) Other

- i) None

New Business

8) New Fee Blocks: Equipment Rental Fee and Lost Piece/Part on Item

- i) For manually lost blocks, more information is requested.
- ii) Equipment rental fee block is ok, but Lost Piece/Part block is questionable. SELCO staff will send out additional information and it will be considered as separate items next month.

9) View Change to Expired/Cancelled Holds Report and to Notices for Review Report.

- i) Jonya will inform Janice that this change will not be made; system already provides means of identifying this information; addition of this specific column generally not needed by consortium members.

10) Request Deleted Block to Stay on Block Window Longer than 30 days

- i) This will not be implemented. Jonya will inform Janice.

11) Endorsement of a Provisional 2007 - 2010 Technology Plan

- i) Ann explained why it was necessary to create a provisional 2007-2010 Technology Plan. The Time Line document was reviewed.
- ii) Ann discussed the process of how the new additions were chosen.
- iii) Donovan pointed out the new additions.
- iv) Graham moved we endorse the Provisional 2007 - 2010 Technology Plan, Don R seconded. So moved.

12) Other

a) Ann asked about merging the email lists of the ILS Operations Committee and the Technology Policy Committee.

- i) It was agreed to do this.

b) SELCO has been asked to serve as the ILS Administrators for another region. This would be an above cost-recovery plus administration service. Their libraries would not appear on our iPAC. We may or may not purchase another server. They are in the process of investigating systems and considering this purchase of service from SELCO.

- i) Point to consider that this must be a benefit to this region.
- ii) Hesitation about sharing servers; SELCO staff will evaluate.
- iii) It was suggested that we continue investigating this opportunity.

Meeting Dates Next Meeting is January 18, 2007.