

**Suburban Library Cooperative
System Managers' Meeting
March 11, 2008
Conference Room - 9:30 A.M.**

Meeting called to order at 9:30 AM

System Librarian: Our new System Librarian, Amy Shaughnessy, was introduced to all of the Coop System Managers.

MeLCat Status – Talked about what was considered a MeLCat “transaction”: checking out an item, placing a hold or paying a fine is a transaction, as is issuing a new card to a new patron. Updating an expiration date or changing a user’s id on a lost card is not considered a transaction. Libraries can go into the DCB client and update items in the “edit” field. Instructions are in the DCB manual given at the classes presented by MLC.

- When will NCIP go live? *MLC is waiting for a new software patch right now from Sirsi. All parties (Innovative, MLC and State IT people have all been part of the delay with Sirsi in getting NCIP running.*
- On-Order barcodes are still in the DCB database. *We will have to look into this problem with MeLCat.*
- How are the libraries going to recover money for missing items? *There is a FAQ on this subject in MLC in the MeLCat section.*
- Discussion of using “home library” cards and user ids. *This may have to go to the Standards and Procedures Committee.*

Expired Holds List – Discussed the fact that some items are still being placed into transit at the end of 9 days. *Coop will investigate this and report back.*

Cataloging – No items

Hold Notifications via Email – We have found that our email problems have a number of different configurations:

- Bounced emails – We have been experiencing problems with Yahoo and AT&T email domains (att.net, ameritech.net, sbcglobal.net, prodigy.net). Almost 98% of the blocked emails are the above domains. *we are trying to get answers from them why we are being blocked.*
- Invalid email addresses – we have found a large number of mistyped, misspelled, and emails with bad formats (spaces between words, no “@” sign, commas instead of periods). *Please make sure that your circ staff is putting a valid email address into the patron record.*
- Blank hold notices – there is a problem within the Sirsi report program that is creating blank hold notices on an inconsistent basis. We have had a ticket into Sirsi’s Client Care and we are waiting for them to find a solution for us.

Round Robin

- UPL – Question and discussion about how various libraries handle “bounced checks”.
- CHE – Asked if it is possible to have the OCLC form changed. Discussion on this topic. *Coop will look into possibilities and potential problems.*
 - Does anyone charge for OCLC? – WPL does.
- RSV – Requested information on the In-Transit report that has been talked about in prior meetings. *The “ALL Libraries” In-Transit report will be run on 04/01/08. All libraries are to check their shelves for the items on the report. We would like to be able to have this finished before the May System Managers meeting.*

Meeting adjourned at 11:25 AM

Next Meeting: Due to the Sirsi/Dynix SuperConference, the April System Manager’s meeting has being cancelled. Our next meeting will be on Tuesday, May 13, 2008 at 9:30 AM at SLC.

If you have agenda items, please send them to slcstaff@libcoop.net

Attendees

Smith	ARM
Kirsten	CHE
Minor	CHE
Murray	CLL
McGee	EPL
Price	EPL
Cousineau	FRA
Gillis	HPW
Couck	LEN
Murawski	LWM
Goike	MPL
Graham	RAY
Blevins	ROG
Swanwick	ROG
Harvey	RSV
Burgeson	SBL
McKinney	SCS
Orlando	SCS
Les	SHL
McQuaid	TPL
Doege	UPL
Urban	WPL
Frezza	SLC
Nocita	SLC
Shaughnessy	SLC