

## **System Managers' Meeting July 11, 2006**

**Strategic Planning for Technology** – We've contracted with Joseph Ford and Associates to do strategic planning for SLC, and to see if there are ways to cooperate with TLN. They will be doing this between Wednesday, August 9 and Friday, August 18.

Monday, August 14 – Site visits, tentatively to TPL, UPL, WMB, SCS and EPL.

Tuesday, August 15 – Meeting with SLC staff and some member library directors for the 5 year automation review

Wednesday, August 16 – Focus groups

9-12 – System Managers, one person per library.

1-2:30 – Circ and Tech staff, one person from ten libraries.

3-4:30 – Circ and Tech staff, one person from ten libraries.

Thursday, August 17 – Focus groups

9-10:30 – Public Services staff, 1 person from ten libraries.

10:45-12:15 – Public Services staff, 1 person from ten libraries.

Notices and sign up forms will go out soon.

**GL 3.1** – The new version of the Unicorn software is out. Kristen will be calling another cooperative that beta tested it to see if they've had issues. We are thinking of upgrading in mid to late September.

SHL asked if the documentation is on the SirsiDynix website. Some is.

Tammy said that Chris, Ken and Lissa will work the Friday after the upgrade again, in order to be available if there are JWF upgrade issues.

Next year, the minimum staff computer requirement will be for 2 gigs of RAM. Windows Vista will need 1 gig alone, when it ships.

**MiLE Link on iBistro** – RSV requested that we remove the MiLE link on all the gateways in iBistro. It was agreed that they should go. [They have been removed, and you should no longer see the link after July 12.]

**Passwords** – It is time for a change. Please call or send via delivery your new login passwords and overrides. Please do NOT e-mail them in.

We would like your passwords and overrides to be between 6 and 12 characters in length and a combination of letters and numbers. We would like to have all of them changed by August 8.

**ILL With CMPL** – Tammy, Kim Shearer, Juliane and Debbie from CMPL have been meeting to try to figure out how to interloan materials between shared system libraries and CMPL. Kim has been overwhelmed with OCLC requests.

The current suggestion is that each library have a card to place holds on the other ILS, via the OPAC. Items would then show up on the list of items to be processed for filling holds. They would be pulled, charged on their home ILS for 4 weeks, then placed in delivery.

ARM asked if that meant we should check the CMPL catalog before OCLC. Yes, that would be the procedure, just as staff used to check MiLE before OCLC.

SCS asked what color of slips we'd use. Probably we'd reuse the MiLE purple bands and slips.

This isn't final, but we'd like to know if the basic plan sounds workable. Libraries would have to track which patrons had requested which materials, either through brief records or on paper.

ARM asked if TLN could be added to this. Tammy said that would probably be asked during the Strategic Planning process.

SCS noted we'd be recreating MiLE if TLN were added.

UPL asked how many library cards shared system libraries would need, 1 or 3. Shared system libraries would need 1 card. CMPL libraries would need 24 library cards, one for each shared system library.

SHL requested that the Circulation Round Table be asked for input.

Juliane pointed out that items would have to be returned to the loaning library, unlike all other materials. Otherwise, paper records would become confused.

SHL asked if MiLE were ever going to be viable again. Tammy contacted SirsiDynix, and they said they were working on it. She has not heard back since ALA.

Tammy is putting in applications to MeLCat for SLC and some of the shared system libraries. There are issues with MeLCat. They still do not have NCIP implemented, so the state would require that we send them patron data. It does not handle a shared automation system gracefully, so a SCS patron might place a hold via MeLCat, and receive an item from SHL, which could lead to confusion in how staff should handle items. Unlike the URSA software, MeLCat could not prevent a patron from placing holds on items owned in SLC libraries.

A consortium in the UP that uses SirsiDynix has joined, and they have to charge out items in both MeLCat and in Unicorn. However, they never were a member of anything like MiLE, so their staff do not find this as onerous as ours might.

**Round Robin** – ROG is getting a lot of complaints of spam getting through SpamLion in the past week or so. Others have also noticed this. Tammy will ask Chris about this.

SCS asked if you could tell SpamLion something is spam. Yes, if the return e-mail address is not spoofed. It is in the sender's list.

CMPL has seen a lot of cases of patrons from shared system libraries coming into one of their branches, and becoming upset because they were told their card was good at all the libraries, and they need a new card to use CMPL.

SCS pointed out this issue goes both ways, with CMPL patrons sometimes being confused when asked to get a shared system card.

SCS pointed out that the bookmarks we hand out include CMPL libraries, as it should, but perhaps we need a statement on that bookmark that CMPL requires patrons get a second library card. CHE uses an in-house bookmark that does this, and it works well. SLC will change the bookmark verbiage.

RSV asked what they should do when Comcast shows up, but the library wasn't aware they were supposed to be there. This came up recently when Comcast contractors showed up at two libraries, and swapped out their (working) Ciscos for (non-working) SMCs.

If Comcast shows up, and you don't know why, please call the computer room. We'll find out why they are there.

RSV still has old Comcast equipment that Comcast contractors will not take

away. This equipment can be sent to the coop for storage, since Comcast is likely to eventually bill us for the equipment. If you send items in, please mark them clearly with your library's name.

TPL asked if anyone else was seeing double holds. SCS has one to report.

TPL asked if SLC has found a new location yet. There are three potential sites, and RFPs have been sent out.

ARM asked why we still had a lost patron, since charging items to the lost patron breaks the connection between the patron and the item. The lost patron is a hold-over from the old way of processing lost items. It should not be used anymore. Use the "mark item lost" wizard instead.

SHL ran a report of old items on discard. There were an awful lot of them.

SCS has a report Kristen wrote for them of discard items with bills. Mary forgives them, or forgives old bills and creates a new misc. bill, then puts a note in the patron record with the title. The first time she did this, it took months, but she is pleased with how it cleaned up her database.

UPL asked how SCS handled removing bills for items that had been sent to collection. SCS forgave those bills, and created a new misc. bill, so the same amount of money was owed. However, this meant patrons were notified again, and they've gotten a lot of patrons coming in to pay bills. If you choose to do this, please be sure all of your staff is aware of it.

SCS asked if Harrison Twp. patrons who bought non-resident cards should have the public profile. No, they should have a profile of SLCNONRES.

**Next Meeting** – September 12, 9:30 am, at MCL. There will be no meeting in August.

### **Attendees**

Smith	ARM
Kirsten	CHE
Bernieri	CLL
Morian	CMPL
McGee	EPL
Price	EPL

Couck	LEN
VanHevel	LWM
Casamer	MCL
Goike	MPL
Harvey	RSV
Orlando	SCS
Woodford	SCS
Lasky	SHL
Horne	TPL
Doege	UPL
Urban	WPL