

System Managers' Meeting

13 May, 2003

Hyperion - Hyperion is a digital media archive that displays within iBistro. It can hold documents, pictures, video clips and sound clips. It contains metadata, which is cataloging data, and is searchable.

MTC, SCS, SHL and TPL are the pilot libraries. MTC has pictures up now that you can look at if you go to their iBistro page and click on 'Digital Media Archive'. The timeline is currently on schedule. There will be a press release in June, it will go live late July or early August, and other libraries can start adding material in September or October.

You must have Windows 2000 or higher to use the client. The client software is easy to use.

Debbie Larsen showed us what they've done with it. They've used medium quality jpgs for their pictures both because of size and bandwidth constraints and so that users won't be tempted to download and use their pictures without permission. All the pictures include a rights statement in the metadata. The metadata is searchable, so they have taken pains to include information that patrons are likely to search on.

Kristen said that thumbnails will be available in a future release. Full text searching on PDF files is available, but we haven't paid for it because we haven't needed it. Museums and local historical societies can put things up with this, but they must come through libraries.

Debbie said that editing records in Hyperion was just like editing short bib records.

Who to Contact - Tammy handed out a contact list. She will change it to emphasize the main number (586-412-5972). The 800 number automatically goes to the main number. Please don't use 412-5970 number. It rings only in the server room, and we aren't often in there.

Please call the main number, not individual staff members, unless you definitely know you need to speak to a specific person. You will get to one of us much more quickly this way. This also applies to e-mail. It is quicker to use slcstaff@libcoop.net than the e-mail addresses of individual staff.

Voice mail left on the main number is pulled by all SLC staff. Voice mail left on individual numbers goes only to that staff member.

Patron Purge - Tammy will run patron purges this month. She will send out a form to each library. The report is run by library, so it can be configured to reflect what each library wishes.

The criteria, which can be changed, are library, date the patron record was created and date of card expiration. We cannot purge based on dollar amount, only on number of bills. Since we would not know how large those bills were, we probably do not wish to use that criteria.

Kristen will put in an enhancement request with SIRSI asking for the ability to purge based on dollar amount.

Patrons who have gone to debt collect will be kept, as will barred patrons.

Password Change - It has been about a year (since last June), so it is time. Passwords for all logins as well as override passwords need to be changed. Please call SLC staff and tell us what you want them to be. If you wish you can also fax us. Please do not send passwords via e-mail. We would like to have this done by mid-June.

Passwords need to be 5 to 10 characters. SIRSI is not case sensitive. Please do not use words.

ibistro Change - It was requested that the 'keep' button in iBistro be changed or deleted. We have figured out how to change it to 'create bibliography', thanks to the staff at SAILS, who also provided the replacement button.

A memo will go out about a week before this change is made on the production server. If you wish to see what it looks like, it has already been changed on the test server.

Holds Instructions - Kristen passed out the holds instructions that were requested at the last meeting. They are also up on the web at <http://www.libcoop.net/instructions.html>.

Round Robin - MCL announced that they now have bestseller type audiobooks and books on CD. These are holdable.

LEN asked how to handle a blocked patron from another library. Tammy replied that you use your own rules, not the rules of the patron's home library.

CMPL passed around samples of their new library cards. They are cutting up old CMPL cards as they issue the new cards. The old CMPL cards are often referred to as _SLC cards_ by CMPL patrons, so you may hear that CMPL cut up their SLC card when they are referring to their old CMPL card.

SCS and MCL commented that they get frequent reports that CMPL staff are cutting up SCS and MCL cards. Julianne will remind staff not to do this.

WAM has reopened in their new site. They had 165 patrons in the first hour. While they are supposed to retain the same phone and fax numbers, they don't have them yet. There is no way to reach WAM by phone or by fax. The grand opening will be June 14th. They still have no reference desk.

SHL asked when the new computers will be installed. We are starting today. She also asked if Windows XP will cause security problems. HDD Sheriff works with XP, but it might be necessary to wipe the hard drives and reinstall the OS.

TPL has a new Teen Resource Center in print reference.

MTC just signed with Unique Management.

Tammy said that a Unique Management service rep will be coming out in June.

SCS said they had been sent money in the delivery. Tammy answered that it shouldn't be done, and that the sending library is liable if the money disappears.

CHE had a screenshot of an intermittent problem where, when you go into a patron record, it will say there are 200 or more overdue items. If you go into the record again, the record is correct.

CHE has also noticed that the window that is supposed to pop up when going into checkout when a patron has holds is not displaying consistently. They continue to look for samples.

Tammy announced that TLN is getting SIRSI.

Version 2003 is currently scheduled for the end of June.

We are setting up the e-mail server. A memo will go out before the switch over. Any mail left on iserver before the switchover will be lost.

We will also send out instructions on how to set up whitelisting. You will have to specifically allow e-mail addresses you wish to get e-mail from. Anyone who is not on your list will get their e-mail back with a form they can fill out asking you to allow them.

It is especially important to allow e-mails from any lists you are on (they won't get the bounce messages to a human) and sirsi@libcoop.net. Anyone who forwards their libcoop.net account to another e-mail account will have to set up their forwarding again after the switch.

The next meeting will be Tuesday, 10 June, at 9:30 am at MCL.