

## **Shared Automation System Users Group**

Executive Committee – Meeting Minutes

Livonia Civic Center Library

February 2, 2017

Chair Paul McCann called the meeting to order at 1:39 PM

Members Present: Paul McCann (DEXT), Martin Smith (REDF), Vanessa Morris (TAYL), Amy Rosen (WHLK), Ed Rutkowski (BRIT), Toni LaPorte (LVCC), Garrett Hungerford (REDF), Anne Hage (HTWD), Holly Teasdale (LYON)

Guests: Celia Morse (TLN - Consultant), Angie Michelini (TLN), Anne Neville (TLN), Rita VanBrandeghen (TLN Board)

McCann called for additions to the agenda. Motion to approve as presented by Smith, seconded by Rutkowski. Agenda approved (Yes 9, No 0)

McCann called for approval of the January 5, 2017 minutes. Motion to approve minutes as presented by Rutkowski, seconded by LaPorte. Minutes approved (Yes 9, No 0)

### **Reports**

#### **Budget:**

Neville distributed the Shared Technology Services budget for 10/16 thru 12/16. Nothing unusual to report.

#### **TLN Board Meeting:**

There was no January meeting.

#### **Symphony Update:**

Neville reported the date for the Enterprise upgrade is the night of February 2 into the morning of February 3. There will be about 4 to 6 hours of unavailability.

#### **Technology Services Update:**

No update

### **Unfinished Business**

- A. Update on catalog enhancements Enterprise, EResource Central, Social Library, online user registration, group cards, etc. – A. Neville**

No updates

**B. Mel Cat/Zepheira linked data project**

**A. Neville/C. Morse**

Morse reported that Third Chapter Partners has been contracted to review the necessity/benefits of TLN paying for a consortia level implementation versus relying on the MeL implementation. Third Chapter Partners gave a written report. Mel Cat is the focus of the search results not the local libraries. The linked data project should be up by the end of March, 2017. There does not seem to be a reason for TLN to move forward at this time.

**C. ILS-RFP Committee report**

**P. McCann**

Rosen reported that demos are coming up. The ILS-RFP committee finalized the demo scripts and agendas.

Morse is reported some library staff not part of the shared system will also be attending the demos. Response has been good for the demos, over 30 libraries have responded. Vendors will address the scripts in the presentations.

**D. Sister Library Program**

**P. McCann**

Nothing to report

**E. New Member Incentives (on hold pending RFP)**

**J. Pletz**

Nothing to report

**New Business**

**A. Best Practices/Policies Database Management**

**G. Hungerford, E. Rutkowski**

Hungerford reported that there should be standards for libraries, a best practice minimum for SAS User for a cleaner database. It could be costly to move items to a new database.

Rutkowski recommended a time frame to eliminate very old fines.

**Other Items from Committee members**

Smith mentioned that with MelCat last month there were a large number of items loaned out versus a small number of items sent in. Smith asked if MelCat can look at REDF load balance.

La Porte motioned to adjourn meeting at 3:11. Seconded by Rutkowski. Meeting adjourned (Yes 9, No 0)

Respectfully submitted,  
Anne Hage

Next meeting: March 2, 2017 at 1:30 pm, Livonia Civic Center Library