

Shared Automation System Users Group

Executive Committee – Meeting Minutes

Livonia Civic Center Library

March 2, 2017

Chair Paul McCann called the meeting to order at 1:35 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)

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

McCann called for approval of the February 2, 2017 minutes. Motion to approve minutes as presented by Rutkowski, seconded by Teasdale. Minutes approved (Yes 9, No 0)

Reports

Budget:

Neville distributed the Shared Technology Services budget for 10/16 thru 1/17. Nothing unusual to report.

TLN Board Meeting:

Nothing to report.

Symphony Update:

Neville reported that there will be another upgrade to Enterprise for PayPal payments in April or May.

Technology Services Update:

Michelini reported that five libraries have requested a circuit upgrade. Also, looking for volunteers for the telecom committee. An email will go out requesting volunteers.

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 there was an issue with downloads and the linked data project will not be complete by the end of March.

C. ILS-RFP Committee report

P. McCann

Vendor demos are complete. 206 participants attended Carl, 210 attended Polaris and 180 attended Sirsi. 44 libraries sent representatives. Representative from five non-shared system libraries also attended. The committee is meeting next week to decide which direction to go.

D. Best Practices/Policies database management

G. Hungerford, E. Rutkowski

Hungerford distributed the Database Clean-up Best Practices and Minimum Requirement handout. This puts a process in place for database clean-up. This is an effort to keep a well-functioning database and clean-up outdated records. Minimum requirements shall be enforced at a global level by TLN.

E. New Member Incentives (on hold pending RFP)

J. Pletz

Nothing to report

F. Sister Library Program

P. McCann

Nothing to report

VII. New Business

A. Router Purchase

A. Micheline

The Shared Automation System Executive Committee recommends to The Library Network board the purchase of 19 Brocade ICX7250-24 switches in an amount not to exceed \$18,000. Funds come from SAS Capital Reserve Fund.

VII. Other items from Committee members

There is not a policy in place when a library leaves The Library Network System. McCann will talk to Pletz to get a recommendation of what can be done.

VIII. Adjourn

Smith motioned to adjourn meeting at 3:29. Seconded by Teasdale. Meeting adjourned (Yes 9, No 0)

Respectfully submitted,
Anne Hage

Next meeting: April 6, 2017 at 1:30 pm, Livonia Civic Center Library