

## **Shared Automation System Users Group**

Executive Committee – Meeting Minutes

Livonia Civic Center Library

August 3, 2017

Chair Paul McCann called the meeting to order at 1:34.

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

Members Absent: Amy Rosen (WHLK)

Others Present: None

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

McCann called for additions to the agenda. Motion to approve as presented by Hungerford, seconded by Teasdale. Agenda approved (Yes 8, No 0, Absent 1)

McCann called for approval of the July 6, 2017 minutes. Motion to approve minutes with a couple corrections by Rutkowski, seconded by LaPorte. Minutes approved (Yes 8, No 0, Absent 1)

### **Reports**

#### **Budget:**

Neville distributed the Shared Technology Services budget for 10/16 thru 6/17. Neville reported the budget was within expectations. Any budget lines running ahead of schedule were discussed at previous meetings.

McCann asked for a clarification about MERS.

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

The training part of the CARL contract was discussed. Training will be purchased as necessary rather than contracting a specific set period of time.

There was a lunch for Brigette Felix to thank her for the work she's put into the MAP program.

#### **Symphony Update:**

Nothing to report.

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

On 8/1 a telecomm RFP was posted. Bids are due in mid-September. A part-time tech was hired as Andrea is moving to the SAS department. The annual technology services renewal packet was sent to libraries on 8/1.

### **Unfinished Business**

#### **A. Update on catalog enhancements**

**A. Neville**

The LibraryThing catalog enhancements and reviews invoices came in. They were budgeted for but Neville wondered if we wanted to drop reviews. There were 220,000 review views in 8 years and 1,200 reviews submitted by our patrons in 8 years. After discussion it was decided to keep the reviews for another year and then review when we're up with CARL.

#### **B. Brandon Library exit from SAS**

**A. Neville/C. Morse**

McCann would like clarification from Pletz about what might happen if the withdrawal does not work out as expected.

#### **C. TLC/CARL migration**

**A. Neville/C. Morse**

The contract is signed. We're waiting for a preliminary meeting. The migration will require 3 days of down-time, with no off-line checkout system used.

#### **D. SAS Incentives/Returning members (on hold pending migration) J. Pletz**

Still on hold.

#### **E. Sister Library program**

**P. McCann**

Nothing new.

### **New Business**

#### **A. 2017-18 Committee members**

McCann talked about the process for nominations/elections. For the Executive Committee the Group 3, Group 4, and 2 Member at Large representatives terms end in September. SASUG Chair Garrett Hungerford will coordinate the nomination and election process.

### **Other Items from Committee members**

LaPorte motioned to adjourn meeting at 2:44. Seconded by Hungerford. Meeting adjourned (Yes 8, No 0, Absent 1).

Respectfully submitted,

Martin Smith

Next meeting: September 7, 2017 at 1:30 pm, Livonia Civic Center Library