

Shared Automation System Users Group

Executive Committee – Meeting Minutes

Livonia Civic Center Library

November 2, 2017

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

Members Present: Paul McCann (DEXT), Martin Smith (REDF), Vanessa Morris (TAYL), Andrea Dickson (WIXM), Ed Rutkowski (BRIT), Holly Teasdale (LYON), Amy Rosen (WHLK), Anne Hage (HTWD)

Members Absent: Patty Braden (ROMS)

Others Present: None

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

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

McCann called for approval of the October 5, 2017 minutes. Motion to approve minutes with a couple date changes by Rutkowski, seconded by Rosen. Minutes approved (Yes 8, No 0, Absent 1)

Reports

Budget:

Neville distributed the Shared Technology Services budget for 10/16 thru 9/17. There is nothing over that hasn't been addressed before. Overall the budget is fine.

TLN Board Meeting:

Morse reported the Board approved her contract for the next year. Two new delivery trucks have been leased. Payments to Sirsi for the data extracts were approved. The Board elected new officers.

Symphony Update:

Neville reported there was a brief Enterprise outage and slowness recently that necessitated 2 restarts.

Technology Services Update:

Michelini presented the Telecomm bid recommendation. Smith moved to accept the recommendation to proceed with contract talks with Merit and AT&T for the majority of libraries and Comcast for HIGH and MILF. Motion seconded by Hage. Motion approved (Yes 8, No 0, Absent 1)

Unfinished Business

A. TLC/CARL migration

C. Morse/A. Neville

Morse discussed creating a migration portal on the TLN web site, as she has seen at another consortia. All agreed that is a good idea. Database extracts have been scheduled, the first (a test) taking place on 12/1. Staff had an initial migration phone call with TLC. Neville spoke to MeLCat about the transition process but nothing has been decided yet.

B. SAS Incentives/Returning members (on hold pending migration) J. Pletz

Still on hold.

C. Sister Library program

P. McCann/H. Teasdale

McCann and Teasdale have started talking but have nothing to report.

New Business

A. Router Replacement proposal

Michelini explained that there has been a high failure rate among routers in the last batch purchased. She discovered that there is a known issue, but since the routers are out of warranty the manufacturer and vendor are not providing an economical solution. Michelini advised to avoid problems going forward it would be good to purchase new routers. Rutkowski moved that "The Shared Automation System Executive Committee recommends to The Library Network Board of Trustees the purchase of 41 Brocade ICX7150-24 routers from Vology in an amount not to exceed \$35,000. Funds to come from SAS Capital Reserve Fund". Motion seconded by Teasdale. Motion approved (Yes 8, No 0, Absent 1)

Hage exited the meeting at this point.

B. CARL billing formula – initial discussion

Morse distributed information on how other consortia billing formulas are defined. McCann stated he would like to remove options to be able to change billing in the middle of a fiscal year, as can happen now if a library changes additional user count. The current factors in CARL billing are circulation, number of titles, and number of items. Smith stated a desire to incentivize keeping a clean database, as including number of items in the billing formula could

encourage diligent weeding. All seemed to agree that a base fee should be included with the remainder being circ and items or possibly just circ. Morse said she would start a spreadsheet to see how different scenarios play out in terms of real dollars.

C. Syndetics renewal – input for Morse prior to approaching Sirsi for extension

Morse informed us that the Syndetics contract is an annual contract. If we don't renew, the Enterprise catalog would lose Syndetics content for 2 months. If we do renew we would have to pay for a whole year. Teasdale motioned to renew the Sydetics contract for one year for an amount not to exceed \$35,000, to be paid from the Shared Automation System Capital Reserve Fund. Dickson seconded the motion. Motion approved (Yes 7, No 0, Absent 2)

Other Items from Committee members

Rosen motioned to adjourn meeting at 3:12. Seconded by Rutkowski. Meeting adjourned (Yes 7, No 0, Absent 2).

Respectfully submitted,

Martin Smith

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