

SHARED AUTOMATION USERS' GROUP (SASUG)
APRIL 27, 2017
MINUTES

Meeting called to order at 9:33 by Chair, Garrett Hungerford

Round of Introductions

Approval of Agenda

A motion was made to approve the agenda by Ed Rutkowski (BRIT), seconded by Andrea Dickson (WIXM). The motion passed unanimously.

Approval of Minutes from March 23, 2017

A motion was made to approve the minutes from the last meeting by Amy Rosen (WHLK) and seconded by jude halloran (HIGH). The motion passed unanimously.

System Update – Anne Neville (TLN)

Enterprise move to HTTPS: The Enterprise catalog was successfully moved to using HTTPS access on Wednesday morning (April 26). TLN recommends that any links/bookmarks be updated to reflect the change (<http://tln.ent.sirsi.net> to <https://tln.ent.sirsi.ent>). Right now there is a redirect from HTTP to HTTPS in place but eventually that will go away.

Database Clean-up: TLN has begun the database clean-up process based on the Best Practices and Minimum Requirements document that was approved at the SASUG meeting of March 23, 2017. Going forward, items and bills will be removed on a monthly basis according to the minimum requirements outlined on the document. Please be aware that each library will start to see their total number of items and patrons drop as this process continues. (The document can be viewed at [http://tln.lib.mi.us/committee/sasug/.](http://tln.lib.mi.us/committee/sasug/))

Melcat Reminder: When a patron returns a Melcat item, library staff should check it out to their Discard user (e.g. XXXX-DISCARD) in the shared system so the item will be removed from the shared system. Directions for using the Discard user and processing Melcat items can be found on the TLN website under the shared automation section.

Enterprise Upgrade: Sirsi/Dynix will be scheduling an upgrade to our Enterprise instance sometime in June. This upgrade will accommodate changes that are being made by PayPal that will take effect July 1.

Holiday Hours: TLN will be closed on Sunday, May 28 and Monday, May 29 for the Memorial holiday. The Help Desk will not be staffed during the holiday hours. There will be periods of time when the shared automation system will be unavailable due to system maintenance.

Technology Services Update – Angie Michelini (TLN)

(This report was read by Garrett Hungerford as Angie was not in attendance.)

Vendor Demos: All are welcome to attend RFID vendor demos scheduled for May 3 and May 9 at the Plymouth District Library (223 S Main Street, Plymouth 48170). Please Let Angie know by April 27 how many people from your library will be attending. Four vendors will be participating. All demos are 2 hours. The schedule is as follows:

MK Solutions – May 3, 9:30 AM

EnvisionWare – May 3, 1:30 PM

TechLogic – May 9, 9:30 AM

Bibliotheca – May 9, 1:30 PM

Report from the TLN Board – Celia Morse (TLN)

Brigette was recognized for her work on securing the LSTA grant for MAP

There was discussion regarding the email move from Merit to XMission and the consequences of that move and whether it necessitated policy changes.

Report from the Executive Committee – Paul McCann (DEXT)

The committee discussed the results of the ILS RFP

Report from the Circulation Committee – Brigette Felix (TLN)

The Circulation Committee did not meet in April so there was no report.

New Business

ILS RFP Subcommittee Recommendation

The committee recommendation was presented by Amy Rosen (WHLK) and Celia Morse (TLN). Discussion ensued.

LSTA Funding

There was a discussion of what the impact would be on libraries if MLS and LSTA funding is cut.

Meeting adjourned at 11:05 AM

**Next meeting: May 25, 2017 at Northville District Library
212 W Cady
Northville, MI 38167**

Attendance:

**Amy Rosen (WHLK)
Judy McIntosh (NORT)
Garrett Hungerford (REDF)
Andrea Dickson (WIXM)
Paul McCann (DEXT)
Michelle Wloch (BELL)
Martin Smith (REDF)
Donna Janke (HART)
Jude Halloran (HIGH)
Brigette Felix (TLN)
Jim Pletz (TLN)
Anne Neville (TLN)
Celia Morse (TLN)
Joan Rogers (WATE)
Jackie Seimer (OXFD)
Ed Rutkowski (BRIT)
Cathy Forst (SPRI)
Lori Coryell (CHEL)
Tyson Mock (SLYN)
Becky Willensen (MDHT)
Stephanie McCoy (AUBN)
Anne Hage (HTWD)**

ONLINE:

**Ed Burns (FERN)
Emily Good (DHTN)
Jenni Gannod (CLAW)
Karen Schiller (SLYN)
Laura Gramlich (WYDT)
Patty Braden (ROMS)
Maryann Zurmuehlen (NOVI)
Michael McCaffery (DHTN)
Sandy Ruhman (ALPK)
Steve McGladdery (WAYN)
Toni LaPorte (LVCC)
Vanessa Morris (TAYL)
Edmond Richardson (AUBN)
James Lenze (GARC)
Devan Green (PONT)**