Shared Automation System Users Group

Executive Committee – Meeting Minutes
Livonia Civic Center Library
January 9, 2020

Chair Paul McCann called the meeting to order at 1:05.

Members Present: Paul McCann (DEXT), James Lenze (GARC), Anne Hage (HTWD), Martin Smith (REDF), Patty Braden (ROMS), Toni LaPorte (LVCC), Ed Rutkowski (BRIT), Alyson Lobert (WALL)
Members Absent: Hilary Savage (BELL)
Others Present: None
Guests: Anne Neville (TLN), Angie Michelini (TLN), Celia Morse (TLN Consultant), Rita VanBrandeghen (TLN Board)

McCann proposed the agenda be amended to change New Business item E from Staff Cards to SASUG policy registery by Patty Braden. Rutkowski agreed as he had no report yet from the Circulation Committee meeting earlier that day. Motion to approve the agenda as amended by Lobert, seconded by LaPorte. Agenda approved (Yes 8, No 0, Absent 1)

McCann called for approval of the December 5, 2019 minutes. Motion to approve minutes as presented by Braden, seconded by Hage. Minutes approved (Yes 8, No 0, Absent 1)

Reports
Budget:
Neville did not have a budget update to distribute. The TLN Board meeting was canceled, and the report not prepared.

TLN Board Meeting:
The Board canceled the December meeting.

Carl update (ongoing performance):
The next CARL upgrade is prepared, but not yet on test server. It includes several substantial changes, including resolving suspending holds issues, quicker changes to the router list from the fill list, an "Available Now" flag on results screen. It is hoped that FRBR may be added to test soon as well.

Technology Services Update:
Libraries have been contacted for the annual circuit upgrade offer. The Telecom Committee is filled members are 2 SAS, 3 non-SAS libraries, Mike Vela and Michelini. Inkster is anticipating grand opening of new building around March 21. Donna to remain director through that time. A director search is in progress. A list of recently hired directors was distributed: best wishes to Alyson moving to Commerce!

Unfinished Business

A. TLC/CARL issue progress   **A. Neville/C. Morse**
Morse is planning a survey on Carl-Connect usage. Enhanced content will move from a CARL server to a Syndetics server some time in spring, expecting to improve content on item records.

B. Fines/Blocks/User profiles   **P. Braden**
Braden presented an email from Kim Schaaf (SPRI). 5 of the libraries using User Types E-Card, Institution, School, Warrant, or Youth One Year One Checkout have not responded to survey. The committee will make a final effort to get their input before recommending action to SASUG.

C. Auto renewal for items from SASUG   **A. Neville**
Nothing new to report. Testing still to begin in January.

D. Auto renewal for patron cards from SASUG   **A. Neville**
To previously posed questions:
Individual patron types (e.g. Non-Resident) can be blocked from auto-renewal, but the block has to be system-wide for each type.
Still waiting for answer whether self-service activity such as e-content checkouts or self-checkout stations tolls as usage for last activity date.

E. Register of SASUG policy motions   **P. Braden**
Braden distributed list of policy motions from SASUG meetings. Ed Burns (FERN) compiled the list, which excludes budget approval votes, and many having to do with SIRSI-specific features. User and item type changes made in SIRSI that are not precisely reflected in CARL were included for the historical record. The committee agreed that could be helpful. Rutkowski agreed to present the document to SASUG in January. The expectation is that it will be added as a resource to the committee page on the TLN website.

F. Generator progress – Novi site plan/commission   **J. Pletz**
Michelini reported the generator is expected in February. The area where it will be installed is prepared, but concrete not yet poured. Connections into the building are in place. It is a natural gas generator, to power the UPS for server room, and selected staff terminals.

G. **SAS Catalog and brief records**   **C. Morse/A. Neville**

TLN has found a way to identify items added from libraries using acquisitions to flag for later attention. Smith submitted a ticket for TLN to correct ~2500 items ID'd as brief records at Redford to be able to test whether the identification method is accurate, and how long it takes to get through. To next steps discussed in December:

1) Email to SAS users and posted procedure from Janna VanHouten (TLN). It was suggested that this document should include instruction how to identify brief records.

2) Testing Redford data as described above.

3) Jim Flury (TLN) will talk with vendors at ALA about a full brief record conversion project.

H. **Fine Free Data**   **P. McCann**

McCann presented his work-in-progress to get comparative data on fine-free versus not-fine-free SAS libraries. His spreadsheet was discussed, as well as fine revenue in general.

New Business

A. **Fine Free Library policies/procedures**   **P. McCann**

Discussion in anticipation of SASUG item related to email from Don Priest (SOGT) to director's list regarding development of policies/procedures for fine free libraries. A wide variety of possible (and actual) responses for fine free libraries to items from non-fine free libraries were soon identified. Without specific problems to address, it is not clear what action to take. Lobert will consult Priest whether to add an item to the SASUG agenda.

B. **Switch replacement project**   **A. Michelini**

Michelini presented bids from three vendors for hardware only. Avalon will be doing installation in partnership with TLN Technology Services. TLN recommended going with Avalon due to concern about return policy at Connection if there is an issue with the equipment.

Motion to recommend to The Library Network Board the purchase of SAS switches and SAS installation services from Avalon Technologies in an amount not to exceed $30,000. Funds to come from SAS Capital Reserve Fund by Lenze, seconded by Smith. Motion approved (Yes 8, No 0, Absent 1) .

Other Items from Committee members

In the course of discussing brief records, Lenze described Edelweiss service from Above the Treeline in Ann Arbor (won as prize) which offers very useful, in depth collection analytics including comparisons to national library and bookseller acquisitions/sales.

LaPorte motioned to adjourn the meeting at 3:08, seconded by Braden. Meeting adjourned (Yes 8, No 0, Absent 1).

Respectfully submitted,
Ed Rutkowski
Next meeting: February 6 at 1:00 pm, Livonia Civic Center Library