

Shared Automation System Users Group

Executive Committee – Meeting Minutes

Livonia Civic Center Library

March 7, 2019

Chair Paul McCann called the meeting to order at 1:30.

Members Present: Paul McCann (DEXT), Lori Coryell (CHEL), Martin Smith (REDF), James Lenze (GARC), Toni LaPorte (LVCC), Amy Rosen (WHLK), Ed Rutkowski (BRIT), Patty Braden (ROMS), Anne Hage (HTWD)

Members Absent: None

Others Present: None

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

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

Lenze entered at 1:31.

McCann called for approval of the February 7, 2019 minutes. Motion to approve minutes as presented by Lenze, seconded by Rutkowski. Minutes approved (Yes 9, No 0, Absent 0)

Reports

Budget:

Neville distributed the October 2018 – January 2019 budget. Earned Income line is above budget as prepaid Technology Services billing was higher than anticipated.

TLN Board Meeting:

Morse reported the audit will be presented at the next meeting. The Library of Michigan is recommending libraries do not participate in Food for Fines, as fines can be interpreted as government assets to be used for the defined purpose of the library. The TLN Board will consult with an attorney about it.

Carl update (ongoing performance):

Neville reported they are still looking at the Carl update on the test server. There is no reason not to proceed so a date will have to be scheduled for the update of the production server.

Afternoon slowdowns of the catalog have been occurring and TLN and Carl are investigating the cause and keeping an eye on it. A quick restart of the service corrects the problem.

Technology Services Update:

Michelini reported that email accounts were migrated to a new provider on 2/12. The ProofPoint spam filter in place now will be an optional paid add-on starting with the next contract beginning in October.

On March 4 DHTN experienced a network attack known as DDOS. Merit was able to mitigate the effects with an optional service that we made part of the current telecom contract.

Michelini affirmed that adding that service was a good decision.

Unfinished Business

A. TLC/CARL post-migration

A. Neville

Morse reported that FRBR is still being worked on. She is debating sharing the link to the test catalog widely but is afraid she will be inundated with reports of issues she is already aware of. Adding facets is being worked on and is something absolutely necessary.

Morse feels that Carl Connect Circ is ready for out of building use (register patrons/some checkout) but not for circ desk use. Security is being discussed as remote access will be available to all staff that have CarlX login credentials, as only a browser is necessary.

Overdrive integration is still being worked on.

B. Fines/Blocks

P. Braden

Patron types and limits were reviewed and had been discussed about at the last SASUG meeting. More discussion will take place at the March SASUG meeting and votes for changes, if necessary, will take place after the March meeting. One possible change would be to make the lost threshold for temp card zero.

Neville believes the lost threshold should be consistent across all patron types as it can be hard to explain blocks with patrons and books moving between libraries.

C. SAS By-Laws Committee/remote voting

L. Coryell

Coryell reported the proposal is for travelling equipment held by TLN. The equipment would be paid for by SAS, possibly partly by TLN if the TLN Board is interested in using it. Another detail to be worked out is who runs the equipment (TLN staff, a dedicated Committee member, or staff from the host library.)

New Business

A. Extremely delinquent patrons

P. McCann

McCann asked Pletz if TLN could file a police report on behalf of member libraries but has not heard back yet.

B. Loss Ration / Collections / Fine free discussions

McCann stated he remembers from long ago the ALA standard loss ratio was .4 to .7 percent per year. He is wondering where we actually are today. We talked about using the inventory feature in Carl, which is not set up yet, as a way to study sections of the collection.

Smith reported Redford will be going fine free beginning in April.

Other Items from Committee members

Rutkowski motioned to adjourn the meeting at 3:28. Seconded by Coryell. Meeting adjourned (Yes 9, No 0, Absent 0).

Respectfully submitted,

Martin Smith

Next meeting: April 4 at 1:30 pm, Livonia Civic Center Library