

Shared Automation System Users' Group (SASUG)
Thursday, May 14, 2020 @ 2:00 pm
Virtual Meeting

Call to Order – 2:01 pm

Introductions were made in the chat box

Approval of Agenda – Motion by Toni LaPorte (LVCC) / Seconded by Garrett Hungerford (REDF)

New business:

1. Shared system restart planning and discussion
- Alyson Lobert, SASUG chair
Paul McCann, Ex Comm Chair
Anne Neville, TLN

a. Holds

(Much of this depends on future executive orders.)

Regular delivery routes are going to be started as soon as possible, although there will be some delay while they deal with what's currently in process. TLN can send mass emails to patrons-put the text of your message in a Help Desk Ticket. Please try to avoid lots of embedded links. DEXT's setting is "fill holds at same branch only," and there was discussion about limiting the shared system to local holds only at first. Celia Morse (TLN) reminded us the CARL Connect Fill List is sortable by pick-up branch so you can fill requests to be picked up at your library first. Every time the utility runs it will redistribute the list. Discussion about changing the hold notification from 2 hours after the hold is trapped to 24 hours. The general consensus was that items that were left on the hold shelf during the closure can stay there for one week while staff notifies patrons to see if they still want them and arrange pick-up times.

b. Delivery

Please review the memo from Vince Nash sent May 6. There will be at least a 24 hour quarantine for items before check-in, then once an item is checked in it can go in delivery. Consider emptying bins and quarantining on carts so TLN doesn't run out of bins. If your library would like to change the frequency of your delivery, submit a Help Desk Ticket, but you will not be able to go below TLN's threshold for your volume. If your library has the staff and supplies, please consider disinfecting the bin after emptying.

c. Notifications

Notifications are currently turned off. It is a system-wide switch and it can't be customized. Hold wrappers may be able to include the patron's phone number. Auto-renewal hinges on coming due noticed being generated so as long as they are turned off, there can be no auto-renewal. Auto-renewal will not be happening on July 1 because the testing process was interrupted by the pandemic. There will be a vote at the next meeting to increase the hold notification timeframe to 24 hours and keep other notices suspended. We will also vote on postponing the practice of not voting on things during the current meeting.

Postponed Business

1. Approval of January, 2020 meeting minutes
2. Patron-Type Subcommittee report Kimberly Schaaf, Springfield Township
3. FRBR demo Celia Morse, TLN consultant
4. Auto renewal discussion Garrett Hungerford, Redford

Motion to adjourn meeting by Joan Rogers (WATE) / Seconded by Andrea Dickson (WIXM)

Meeting adjourned at 3:28 pm

Remote Attendance:

James Lenze (GARC)
Alyson Lobert (COMM)
Angie Michelini (TLN)
Toni LaPorte (LVCC)
Sandy Ruhmann (ALPK)
Minni Shetty (AUBN)
Judy McIntosh (NORT)
Suzanne Street (TREN)
Erin Chapman (TREN)
Jacqueline Seimer (OXFD)
Joan Rogers (WATE)
Rachel Broadwater (SPRI)
Casey Branch (SLYN)
Kim Sharp (WHLK)
Garrett Hungerford (REDF)
Michelle Wloch (BELL)
Matt Church (BERK)
Andrea Dickson (WIXM)
Jonathan Deahl (WATE)
Donna Winter (LVCC)
Kim Poma (GARC)
Maryann Zurmuehlen (NOVI)
Martin Smith (REDF)
Terri Lancaster (CHEL)
Kimberly Schaaf (SPRI)
Celia Morse (TLN)
Carrie Ralston (WALL)
Tamara Sochacka (HMTK)
Don Priest (SOGT)

Donna Janke (HART)
Ed Burns (FERN)
Jenny Marr (FERN)
Colleen Tabaka (TAYL)
Emily Good (DHTN)
John Inman (TLN)
Patty Braden (ROMS)
Cathy Buehner (HIGH)
Anne Neville (TLN)
Jean Hansen (WATE)
Holly Teasdale (LYON)
Jody Wolak (WAYN)
Brigitte Felix (TLN)
Paul McCann (DEXT)
Bonnie Holzerland (MDHT)
Kim Oakley (ALPK)
Hilary Savgae (BELL)
Cynthia Walker (WATE)
Ed Rutkowski (BRIT)
Amy Rosen (WHLK)
Teresa Natzke (FRAN)
Adrienne Breznau (ROAK)
Pam Quackenbush (LYON)
Azita Frattarelli (RIVW)
Devan Green (PONT)
Laura Gramlich (WYDT)
Tina Hatch (MILF)
Melissa Connolly (SPRI)
Kathy Merucci (SLYN)
Michael McCaffery (DHTN)

Next Meeting

May 28, 2020 / 9:30AM

Virtual Meeting