

Upper Peninsula Region of Library Cooperation, Inc.  
Automated Library Services 2013 (Symphony Users)  
Minutes of the Meeting of December 19, 2013

**CALL TO ORDER:** A meeting of the ALS 2013 (Symphony Users) group was held at the Superiorland Library Cooperative in Marquette and via video conference at the Bayliss Public Library in Sault Ste. Marie, at the Portage Lake District Library in Houghton, and at the Crawford County Library in Grayling. Other participants dialed into the meeting via ReadyTalk audio conferencing service. The meeting was called to order at 10:05 a.m.

**Attending:**

*Officers (at Marquette):*

Chair: Bruce MacDonald, Peter White Public Library

Treasurer: Suzanne Dees, Superiorland Library Cooperative

*Other ALS Representatives:*

At Superiorland Library Cooperative: Shawn Andary and Jean Montgomery, UPRLC/ALS

At Bayliss Public Library: Pam Flood, Bayliss Public Library

At Portage Lake District Library: Shawn Leche and Dave Karnosky

At Crawford County Library: Bambi Mansfield and Connie Meyer

Dialing in via ReadyTalk: Deb Oyler, Houghton High School Library; Denise Engle, Wakefield Public Library; Cheryl Hoffman, Spies Public Library; Beth Baker, Dickinson County Library; Megan Buck, Dickinson County Library; Pat Cheski, Menominee County Library; Lisa Cromell, Manistique School Public Library; Patti Hale, Calumet School Public Library; Marcia Matfield, Negaunee Public Library; and Dion Mindykowski, Tahquamenon Area Public Library

*Others Attending (at Marquette):*

Pamela Malmsten (Superiorland Library Cooperative), Recorder

**APPROVAL OF THE AGENDA:** There were two additions to the agenda: under Item VII. "New Business" add "New Members Report", "Update on New Technology", and "Zinio Report". The amended agenda was approved by consensus.

**APPROVAL OF THE MINUTES OF NOVEMBER 14, 2013:** The minutes of November 14, 2013 were approved on a motion by Pat Cheski, seconded by Lisa Cromell.

**FINANCIAL REPORT:** ALS Treasurer Suzanne Dees presented the financial report. Since some meeting attendees had not attended an ALS meeting in the past, Suzanne explained the bill payment policies and other financial procedures. She noted that lists of payments and other financial reports are posted on the UPRLC web site.

Approval of the Bills for November 2013 and the Year to Date Expense and Revenue Reports as of November 30, 2013: Cash disbursements for November 2013 were reviewed. There were no questions on the bills. **Pam Flood moved that cash**

**disbursements of \$15,079.78 for November 2013 be approved. The motion was seconded by Deb Oyler, approved unanimously, and carried.** Year to date reports as of November 30, 2013 were also reviewed. Suzanne said that all line item expenses and revenues were as expected. **Pam Flood moved that the ALS year-to-date expense and revenue reports as of November 30, 2013 be approved. The motion was seconded by Beth Baker, unanimously approved, and carried.**

ALS Budget Revision: Suzanne reported that the ALS FY 2014 budget needs to be revised. Revenues were increased since some at-risk libraries have been paying their operating fees. The "Professional and Contractual--Health Insurance" expense line item was increased to cover 1/3 of the cost of the Technology Assistant's health insurance policy; the remainder of the cost will be covered by SLC. Suzanne also recommended that \$1,000 be added to the "Professional and Contractual--Employee IRA Contribution" line item. **Bambi Mansfield moved that the ALS FY 2013/2014 budget be approved as recommended by the Treasurer. The motion was seconded by Lisa Cromell, unanimously approved, and carried.**

#### **COMMITTEE AND OTHER REPORTS:**

Update from UPRLC Long Range Planning Committee: The Long Range Planning Committee has been negotiating with SirsiDynix for a new maintenance contract; the current contract will end on September 30, 2014. Bruce MacDonald read the names of the members of the Long Range Planning Committee and summarized the committee activities and recommendations to date. The group had decided to negotiate for one new product, Enterprise, which is a "discovery layer" that features advanced searching capabilities (including federated searching) and would give the online catalog a new look. The Committee decided not to purchase eResources Central at this time, but to reconsider after implementation of Enterprise. Suzanne Dees summarized SirsiDynix's response to UPRLC's most recent counteroffer:

ALS staff determined that a work-around would need to be developed that would allow Enterprise users to access the MeLCat Gale databases from the UPRLC online catalog. ALS staff is continuing to work on this issue with the Library of Michigan, Gale and SirsiDynix developers. The Suburban and TLN library cooperatives are currently using Enterprise, but have not set up federated searching; directors of both cooperatives have expressed interest in partnering with UPRLC to find a way to fully implement Enterprise federated searching. Enterprise would be customized for each library; in addition, all of UPRLC's custom work would be preserved and statistics could be generated with Google Analytics. ALS staff confirmed that consulting time would be included in the current price. Suzanne noted that libraries could choose to continue to use eLibrary or BLUECloud Pack rather than Enterprise.

Suzanne added that the UPRLC Executive Committee, which consists of the officers of the UPRLC Board of Trustees, would officially sign the approved maintenance contract.

#### **OLD BUSINESS:**

eLibrary and StaffWeb Performance Update: Shawn Andary presented an update on the eLibrary and StaffWeb response time issues that have occurred since the Service Pack 3 upgrade was applied last June. SirsiDynix rewrote the program and

applied it to the ALS system; as a result, search and transaction response times have improved considerably. Shawn said that key word searching and navigating into the cataloging page could be faster, and SirsiDynix developers are continuing to work on improvements.

### **NEW BUSINESS:**

COSUGI Conference in Detroit: The next COSUGI Conference is scheduled for May 15 – May 17, 2014 at the Renaissance Center in Detroit. Shawn said that the conference is a great opportunity; anyone interested in attending should let Shawn or Suzanne know as soon as possible.

Patron Photos in WorkFlows: Shawn said that libraries can now choose to enable patron photographs without slowing down the system. The feature works with a web camera and photos can be loaded in batches or individually. Shawn said that anyone interested should let her know.

Other: New Service Pack 3 Features: Service Pack 3 features a User Standing map that would give libraries the option of allowing blocked patrons access to limited eLibrary functions such as renewing items or placing holds. Shawn said she would send out a survey on this option since it is a global setting. [Note: On January 21, Shawn sent a short survey to the listserv regarding new feature options.]

Zinio Update: Suzanne reported that Zinio is offering free digital magazines to Zinio member libraries; some titles are in English and some are in other languages. Bruce MacDonald, Shawn Leche, and Bambi Mansfield agreed to serve on a committee that would look at the magazines and make recommendations on titles that should be included in the shared collection.

New Members Report: Suzanne reported that two Upper Peninsula school libraries are interested in joining the ALS consortium. Both schools are interested in participating in PII. Suzanne said that both would be valuable additions to the system and that she would give them a proposal.

Update on New Technology: Suzanne and Jean Montgomery have been looking into patron printing options. Cybrarian offers a wireless printing solution that would allow patrons to link to a web printing portal and then print to a library printer; the printer would not have to be wireless. The patron would then come to the desk to retrieve the document and pay for the print job. Suzanne is working on negotiating pricing for the software.

The AppAssure server and software have been ordered. Dell AppAssure, cloud-based backup and restoration software, will allow ALS staff to backup critical central site and member library servers and desktops to the central site server. The software will allow backups, data migration, and data recovery to be accomplished in minutes.

ALS staff will soon be contacting library directors to discuss installation and set up.

**NEXT MEETING:** The next meeting was scheduled for Thursday, February 20, 2014.

**ADJOURNMENT:** There being no further business the meeting was adjourned at 11:17 a.m. on a motion by Suzanne Dees.

Respectfully submitted,

Pamela Malmsten, Recorder