

Members present:

Paula Chapman/Aurora, Debby Bocnuk/Babbitt, Mary Zaitz/Chisholm, Mary Lukkarila/Cloquet, Carla Powers/Duluth, Linda Chappell/Grand Marais, Marcia Anderson/Grand Rapids, Ginny Richmond/Hibbing, Nancy Riesgraf/Hibbing, Sue Sowers/Hoyt Lakes, Diane Adams/International Falls, Deb Shaw/Moose Lake, Julie Billings/Silver Bay, Sue Heskin/Two Harbors, Nancy Maxwell/Virginia; Shari Fisher/ALS, Mark Koukol/ALS, Rebecca Patton/ALS

President Nancy Maxwell called the meeting to order at 10:36 a.m.

Introductions were made by all present.

Approval of COMPASS minutes for June 3 meeting/**Approved.**

COMPASS AND COMPUTER RELATED ISSUES

Questions or problems with Horizon functions: none at this time

Horizon news, updates & upgrades:

- Horizon 7.5, along with an upgrade to the IPAC, was released this month. It will work with the new version of SQL. ALS will schedule its installation in the next couple of months. Since it will involve updating both the database and clients, there will be some necessary Horizon down time (the better part of one day).
- ALS is working on getting a new RPA server operating (this server authenticates patron records for OverDrive and works with the telemessaging system).

Status report: deletion of item-less bib records

- Approximately 17,000 bib records that have been without items since September 2003 (i.e. everything that migrated from CARL without an item record) have been deleted. This number comprises about 2/3 of the total itemless bibs. Mark inquired if COMPASS members would like him to delete bibs that have been itemless since the remainder of 2003 and all of 2004 and then, on an annual basis, to delete all bibs that have been itemless for at least 5 years. The general consensus was yes; Mark will proceed to do so.

ILS replacement process: update

- Jim Weikum has a potential candidate, Linda Miller, for a consultant to guide ALS through the ILS replacement process. This process will be potentially tricky since one of the products of interest, Koha, does not do traditional RFP's.
- SirsiDynix sales visited ALS last week to discuss the Symphony product. According to the sales rep, Symphony should work over different networks (a necessity) has a web-based version of the client. Mark would like to verify Symphony's functionality over different networks and to see how stripped-down the web-based client is. If both aspects seem fine, Symphony would be a contender among the products to be considered in the ILS replacement product. RFP's will be sent to all viable candidates.
- Mark would anticipate going through the RFP process in 2010, dependent on availability of a consultant.

Technical Services Librarian position @ ALS & Graphic Artist position at ALS

- ALS is reviewing the small pool of applications received for the Technical Services position.
- ALS received 42 applications for the Graphic Artist position; they have narrowed the pool to 6 candidates and will be conducting interviews in September.

Staff reports: Mark

- Windows 7 is scheduled to be available in October. Everything Mark has seen about it looks good; however, Mark would like to verify that it will work with Horizon before libraries install it on staff computers. No current version of Deep Freeze works with Windows 7; Deep Freeze is working on developing a new version. Libraries which use Deep Freeze will need to purchase the new version if they install Windows 7.

Other: None

LIBRARY ISSUES

Library card registration for minors: how do different libraries handle this?:

- Marcia/Grand Rapids raised this question. Grand Rapids allows anyone age 15 or older to receive a library card without parental permission. If, however, there are fees on the card, the minors' parent's/guardian's names are sent to collections (after several letters have been sent).
- Several other libraries also do not require parental consent for minors to get library cards.
- Some libraries require a parent to sign a form accepting responsibility for materials their child checks out when a minor applies for a library card. (Two Harbors' and Silver Bay's City attorneys both told them that a library card is a contract, and requires consent from an adult; both libraries require a parent or guardian to sign a form when their child is applying for a library card.) Some of these libraries keep these forms on file in case a complaint arises; some do not.
- Virginia requires a parent to be present and includes the parent's social security number in the child's library card record. Some concern was expressed about who has access to this data in the case of school libraries which have volunteers or students using Horizon to circulate materials.
- Shari F./ALS will contact the State Library Services for legal advice on this issue.

What's happening at your library? Budget issues, LGA cuts, etc.:

- Budget issues: Marcia/Grand Rapids believes that the City of Grand Rapids will request recertification for 2010. Mary/Cloquet: The City of Cloquet is anticipating further late-year unallotments. They are looking at the possibility of being a district library and creating a taxing district. Diane/International Falls: The City of International Falls is looking down the road at the same possibility. The City of International Falls is requesting recertification for 2009.
- Wireless internet is working well for those libraries that have recently added it.

Member library strategic planning: preparation advice from Clusters 1 & 2:

- The schedule has been revised starting with Cluster 5; earlier libraries found it difficult to get people together for summer meetings.
- Several said that working with Whitney Cretol was an excellent experience; she is highly organized and efficient, and the work was not as meeting-intensive or as labor-intensive for anyone as they had anticipated.
- The main advice shared was to be ready with names of people to invite to participate in the Community Focus Groups, and to include key people from various organizations and groups in the community.

“Legacy Amendment” funds for ALS: possible statewide projects, etc.

- ALS has been granted \$457,000 from the Legacy Amendment (the amount is based on the regional library system support formula). Funding is guaranteed for 2 years; if the project goes well, it could last considerably longer. The monies will come from the state sales tax.
- ALS will form a committee including ALS Board members, ALS and library staff, and community members active in the arts to determine how the funds shall be used. Each Minnesota library system was also asked to allot 10% of the funds to a statewide project to be determined by the regional library system directors. Please contact Rebecca with suggestions for regional ideas. (The money can NOT be used for books or library staffing.) Initial suggestions include:
 - Having a travelling exhibit and presenter with a related activity from the Smithsonian
 - Inviting a book illustrator to visit libraries and do a presentation and craft
 - Sponsoring a bus trip for library patrons to Duluth museums/other regional museums
 - Having an adult program with artists or artisans in the libraries
 - Having a film festival (International Falls is looking for funding to do this at their library)
 - Having a travelling exhibit from the Library of Congress
 - Inviting a big-name author to do a presentation at the libraries
 - Hosting a May Hill Arbuthnot lecture

Staff reports: Mark Koukol

- The Horizon server is now on a separate UPS, so should be fine during small/medium power outages.
- The Squirrel Mail problem will be contracted out to a Squirrel employee.

Staff reports: Rebecca Patton

- On Sept. 15, Ann Goering will be giving a personnel workshop; Rebecca highly recommends it.
- On Sept. 24, there will be a Learning Express webinar; everyone is encouraged to sign up for it. ALS will also be a host site; contact Rebecca if you would like to attend the webinar at ALS.
- On Sept. 28 & 29, ALS will host a Minitex workshop on the new databases; there are currently a few openings. Contact Rebecca if you would like to attend.
- Rebecca asked if there would be any interest in having a couple of circulating video games as part of the rotating collection. Some libraries have had requests; ALS will look into this possibility. Shari clarified that ALS would not start a new rotating collection, but would consider adding this to the current video rotating collection if there is interest. ALS would not have the staff to add another rotating collection.

Staff reports: Shari Fisher

- ALS is starting to weed VHS tapes from the rotating video collections. (NOTE: Grand Marais has now discarded all of their VHS tapes; they are now in the process of weeding books on cassette from their collection.)

NCLC: nothing at this time

Other:

- Mary L./Cloquet is looking for library news to share with Minitex.
- Linda C./Grand Marais added an enclosed quiet reading room inside their library. They moved the periodicals into this space.
- Upcoming library book sales:

- Virginia Public Library/3rd week of September
- Cloquet Public Library/last Saturday in September
- Two Harbors/Hoyt Lakes/International Falls all noted that they do not put any pricing on the books; they have better results if they sell the books by donation.

Meeting adjourned at 11:59 a.m.

Next meeting date: Wednesday, September 23, 10:30 a.m.

Respectfully submitted,
Paula Chapman, Secretary