

**COMPASS USERS' GROUP**  
**Meeting Minutes of Wednesday, April 12, 2006**  
Mt. Iron, MN

**Members Present:**

Shari Fisher-ALS, Mark Koukol-ALS, Rebecca Patton-ALS, Shelley Rogers-ALS, Jim Weikum-ALS; Paula Chapman-Aurora, Debby Bocnuk-Babbitt, Mary Lukkarila-Cloquet, Jan Simmons-Duluth, Mary Beth Kafut-Eveleth, Ginny Richmond-Gilbert, Janet Coy-Grand Rapids Public, Nancy Riesgraf-Hibbing, Terry Moore-Hibbing/Chisholm, Sue Sowers-Hoyt Lakes, Diane Adams-International Falls, Sue Thompson-Two Harbors, Nancy Maxwell-Virginia, and Linda J. Wadman, NCLC.

**Others Present:** Amy Hay, E2T2 project manager

President Mary Lukkarila called the meeting to order at 10:00 a.m.

The minutes of the Wednesday, February 22, 2006 meeting were presented. Diane Adams moved, Mary Beth Kafut seconded, to accept the minutes as presented. Motion passed.

**COMPASS AND COMPUTER RELATED ISSUES:**

**Questions or problems with Horizon functions:** Janet Coy had questions about items out listed by family groups. This linking is supposed to be available in Horizon 8.x. Mark Koukol noted that HIP 4.0 is a red herring rather something called IP 8.x will come out instead. Web Reporter will be the only reporting software in version 8.x. It will be partly integrated and part will be add-on (extra cost).

IPAC profiles were discussed. Libraries having custom catalog can get a login count by Btype. Koukol ran some reports for member to see. Some would like a tab added at the top so patrons could more easily see their choices of searching to local catalog or entire region. It was noted that staff search using Title Browse allows local items to be highlighted. It would be nice if this could be done for all types of searches and both for staff and patrons. ALS does not control most of these. Some hope for better appearance and more control in Horizon 8.x modules.

**Network changes starting July 2006:** Koukol reported that there will be a meeting CP Telecom Next week. He expects there will be three T-1s and a router at ALS (currently networked through NESC). T-1 installations (with telephones) will begin, hopefully each library will have warning. Some members present expressed concern about space necessary to add new network equipment. Mediacom plans to start connecting June 1<sup>st</sup> except Two Harbors will be changing Monday, April 17 due to local network changes. Some libraries will see no change (FrontierNet at I-Falls, Aurora, Babbitt, Hoyt Lakes and Ely). Jim Weikum noted that ITV access for programming is still in question. Terry Moore asked if ALS was connected directly through fiber optics (do we need to go through NESC?)

**Staff reports (re: COMPASS and computer issues):**

**Mark Koukol:** Explored PayPal options. Yes, the basic service allows website payment with a standard 2-3% fee per transaction and would be easy to set up. There is also a Payments Pro version that allows direct credit card payment but that costs \$20.00 plus transaction fees. Koukol looked into this for libraries wanting to receive donations but members were also interested in allowing fines to be paid. He knows of no direct way to connect this to Horizon records.

**Shelley Rogers:**

Reported that she is continuing to catalog rotating videos. She asked what members preferred for TV series with multiple discs or volumes – keeping all together or separating into smaller packages due to shorter loan periods. She noted that libraries could lengthen loan periods using their own, existing I-types. Concerns would be losing parts of the set or patrons not being able to get parts in the right order.

Duplications: when adding records, please make sure to merge on order and fast adds to a full OCLC bib record. The most accurate way is to copy and paste the OCLC # into a new Tag 001 field so that matching records will overlay. Rogers was asked to send written directions detailing the steps. She will send by email.

Rogers reminded catalogers to use the delimiter sign not the dollar \$ sign (in MARC fields).

Hoyt Lakes seems to be having a problem with item records not showing from time to time (in staff mode or public catalog?)

Bifolkal kits are still being cataloged. To get all forms of kits search Series: ALS Storytelling kits.

**E2T2 Grant:** Shari Fisher introduced Amy Hay, the E2T2 project manager. Schools are ordering equipment. Mark Koukol will start training. Most plan to work on automation over the summer. Nett Lake has not yet confirmed participation. They had to spend \$1,000 to upgrade their stand-alone system last Fall (while grant status was pending). There may be other interested media centers willing to replace them.

**LIBRARY ISSUES (non-computer):**

**Legislative update** – Jim Weikum handed out an email from Elaine Keefe dated April 11 updating us on issues related to libraries and education.

Linda Wadman commented on K-12 standards including Information Literacy and Technology.

**Possibility of creating regional “subject guides” using Media Wiki software or the like:**

Terry Moore provided examples of existing on-line subject guides from St. Joseph County Public Library, South Bend, Indiana ([www.libraryforlife.org/subjectguides/index.php/Main\\_Page](http://www.libraryforlife.org/subjectguides/index.php/Main_Page)).

See also [www.mediawiki.org/wiki/MediaWiki](http://www.mediawiki.org/wiki/MediaWiki)). Some requirements could be a webserver plus Apache, PHP, and/or SQL freeware. M. Koukol stated he would be interested once the new Network is up and a reliable firewall is in place. ALS has a new webserver that should handle the traffic. It is possible that this idea could be connected with the Web Redevelopment project (if the grant comes through). A committee was formed to pursue this idea: Marcia Anderson-Grand Rapids, Terry Moore – Hibbing/Chisholm, Mary Lukkarila-Cloquet, and someone from Duluth were suggested as members. Jan Simmons talked about Book Letters a product Duluth is using with vendor provided book lists plus lists developed by Duluth PL staff. It is available on their website and links titles directly to the catalog holdings. T. Moore shared Hibbing’s color brochure entitled “Lesson Plans to Go: Computer Lessons to Go—Training the Public”. It is also available on the City of Hibbing website ([www.hibbing.mn.us](http://www.hibbing.mn.us)), Public Library section.

**Expansion of available online databases at the regional level:** Terry Moore asked the group to consider expanding the selection of databases offered at the regional level. Because we share a computer system and patron library card numbers, the only way vendors will allow remote access to many databases is if we subscribe as a group. The group discussed subjects such as antiques, genealogy, and automotive repair and funding options such as Best Seller and Cross-Over monies. ALS staff noted that for some of the smallest libraries, their Best Seller money is their entire collection development budget for the year. Public libraries need to continue evolving: grow,

change or die. Patrons feel empowered by remote access and the option to do their own research in their own time and place. Rather than try to make decisions in the large group, it was suggested that the RASAL group be convened to look at options. The list may need to be updated. Member libraries present expressing interest in having a staff representative on RASAL were Grand Rapids, Hibbing, and Gilbert. David Ouse from Duluth PL should also be invited.

Rebecca Patton shared information she gained from attending demonstrations at the PLA conference. She provided handouts on Next Reads (similar to Book Letters). EBSCO was promoting Consumer Health Complete. Members were concerned that most items were simply scans of print reference books and therefore not the most current information. Medline (<http://medlineplus.gov/>) is freely available and the Mayo Clinic (<http://www.mayoclinic.com/>) also offers information on-line.

To make the best choices about databases we need concrete dollar figures (for the whole system with remote access) and want unique information, not just copies of reference books.

**LSTA Grants:** No news except 10 of 29 grant projects submitted state-wide were not funded.

### **Staff reports:**

**Rebecca Patton:** Many good workshops coming up:

- 1) Library Challenges series – Google Book Search, ITV 11-1:30, Friday April 28
- 2) Copyright and Reference with Mary Minow (in person) LSTA funded, Tues. May 2
- 3) Toward Library 2.0 with Michael Stevens (in person) Gates funded, Thursday, May 18

ALS libraries all had their Annual Reports in by the deadline. Only one third of public libraries statewide made the April 1<sup>st</sup> deadline.

At PLA it was announced that Minnesota would become a full member of WebJunction beginning July 1, 2006. The State Library, MINITEX, and METRONET supplied funding.

**Shari Fisher:** Eleven libraries have sent in vouchers for The Gates Staying Connected grant. That means 18 of 29 have not submitted yet. Checks are being cut (monthly) as vouchers/invoices are received. The deadline for invoice submission is June 30.

**Mark Koukol:** Offered to do a demonstration following the meeting on Adobe Converter, a free PDF converter that allows documents to be sent (via email) in a form most can open and read (only). Sue Thompson noted that CutePDF is another freeware available.

**Shelley Rogers:** The bookmobile collection is being weeded and new books are being ordered so that a fine opening day collection will be offered when the new bookmobile arrives (November?) She asked what libraries in our system offer FAFSA (college financial aid) and tax forms. She has received FAFSA forms and would be happy to give them to any library interested.

**Jim Weikum:** After much searching, he was able to find an Outline (only) of the State Library Plan on the website. He handed out copies of the Outline revised 3/1/06. He also provided copies of a memo dated March 2, 2006 from Commissioner Alice Seagren to the library directors who participated in the February 21 meeting. It was noted that those listed were from Federated Library Systems, no one from the middle of the State, all Consolidated Systems, were present. Janet Coy reiterated her impression that very little good listening took place on Feb. 21 and that the meeting was not productive. Apparently there is a proposal for a Region 13, a virtual region made up of “dissatisfied libraries statewide”. Mary Lukkarila noted Part Two of the Statewide plan is supposed to deal with structure.

Weikum handed out copies of a promotional piece about ALS Libraries that Terry Moore designed for Legislative Day. Shari Fisher provided the statistics from the 2004 Annual Report. It includes a

map and list of all ALS libraries with contact information, a statistics page, and the mission and vision statement from the Strategic Plan. It is very nice piece that could certainly be used with other groups, such as your local politicians or granting bodies.

**Linda Wadman –NCLC:** Linda Wadman also promoted the Library Challenges series – Google Book Search, ITV 11-1:30, Friday April 28. She noted it will be offered as streaming video as the ITV connection is being used (by NESC) that day. It includes a list of all ALS libraries with contact information, statistics, and the mission and vision statement from the Strategic Plan.

**Other:** Chisholm offered a book discussion on Tender is the Night (F. Scott Fitzgerald). Terry Moore was surprised that many of the women didn't like it and felt it was poorly written. Many members present had to dig deep into their memories to recall the book.  
[So many books, so little time...-gr]

**Motion by J. Coy, second by Jan Simmons to adjourn. All approved.**  
Meeting adjourned at 12:30 p.m.

**Submitted by Ginny Richmond, COMPASS secretary, 5/12/06, corrected and approved by COMPASS at 5/24/06 meeting.**