

COMPASS USERS' GROUP

DRAFT Meeting minutes of Wednesday, April 28, 2009 **DRAFT**

Members present:

Debby Bocnuk/Babbitt, Mary Lukarilla/Cloquet, MarciaAnderson/Grand Rapids, Ginny Richmond/Hibbing, Nancy Riesgraf/Hibbing, Linda Chappell/Grand Marais, Sue Haskin/Two Harbors, Sue Sowers/Hoyt Lakes, Diane Adams/International Falls, , Nancy Maxwell/Virginia; Carla Powers/Duluth
Linda Wadman/NCLC, Mark Koukol/ALS, Rebecca Patton/ALS, Angie Ramon-Ankrum/ALS, Shari Fisher, ALS, Jim Weikum/ALS

1. President Nancy Maxwell called the meeting to order at 10:37 a.m.

2. **Approval of COMPASS minutes for March 24 , 2010 meeting:**

M/S Richmond /Adams. Approved.unanimously

3. COMPASS AND COMPUTER RELATED ISSUES

a Questions or issues with Horizon functions:

Mark reports that he increased the length of the "hold cancelled by" field so it is long enough to include the reason for cancellation

Old queries in Easy Ask don't always work correctly. Send details of any quirks to Mark.

b. Horizon News

No New news

c. ILS Selection Process: update on consultant selection

Linda Miller cannot do it. Jim is in discussion with Marshall Breeding and will have more information in a few weeks. The possibility of having electronic meetings using Skype or some alternative was discussed.

d. Status report NE Service Coop fiber optic project

They will do a presentation on the project at the May meeting.

e Staff Reports

None

f. Other

4. Library Issues

a. What's happening at your library?

Cloquet is looking into customer service training for staff. (Rebecca is also looking into customer service training for the region)

Hibbing The Library Board voted to provide space in the library for an indoor play area for the winter month for children 5 & under. They received a grant for new windos. (Energy Efficiency Community block Grant)

Grand Marais is looking for an architect for a 3000 square foot addition to the library paid for by a local sales tax for public facilities.

b. Discussion topic

a. Budgets for 2010.

Does anyone use anything other than a line item budget? (Rebecca has information on developing a program-based budget)

Jim said regional funding should be stable.

MOE requires no less funding than 2008 or 2009.

Tax Capacity Data should be available by the end of June.

- b. Databases: Cloquet is looking into a subscription to Mango, a language learning Database. International Falls just purchased a subscription to a Home Improvement Database and to Consumer Reports Online. Is it time for review of ALS-purchased databases? (Note sent out after meeting: There is no money available for additional database subscriptions at this time)
- c. Laptops for Check Out Some libraries are offering laptops for check out and use in the library. Deep Freeze is installed, laptops are checked out for a day with no power cord (limiting use to the length of the battery) Driver's license is required for use. Laptops cost around \$600.
- c. **Rotating audio & video collections: planned changes for July 1**
 - a. Cards in pockets will be eliminated (use Horizon to check out)
 - b. The description on the web site will be eliminated
 - c. They are reviewing the recently completed technical services recommendations for changing other processes

d. **“Legacy Amendment” projects and programs**

MN History Center “kits” are available and listed in the catalog. They are essentially programs in a box. They can be reserved in advance through Paula. Rebecca showed the contents of 2 boxes. They are described in the MN History Center “Greatest Generation” catalog of programs.

Passes

There was a discussion of the popularity of passes to attractions. Rebecca reported that many have been checked out, but few have been returned yet, so it is difficult to measure the actual return rate and budget accordingly. The original intent of the program was to encourage exploration of the region's attractions by families, not by school groups. Teachers inquiring about passes for a class are to be encouraged to approach the institution for a group discount, instead. Two Harbors reported needing to institute a requirement that only 20% of the passes can be checked out to non-Arrowhead library card holders.

e. **Staff reports**

- a. **Shari** reported that Hollaye is retiring May 28 after 23 years at ALS
- b. **Jim:**
 - sent out a letter to schools (Media Centers) about databases available through ALS in addition to those available through ELM.
 - said the bookmobile is going to be in Chisolm for an ECFE event. It will be promoting the library. The bookmobile can be available for promotions for limited time periods when it is not scheduled to be on the road.
 - The statewide Return on Investment (ROI) study has been approved through an LSTA grant. ALS is the fiscal agent. UMD Business School will conduct the study.
 - There are vacancies on the ALS board for county representatives for several counties.

f. **NCLC:**

There are several openings for board members for the NCLC board. (citizen representatives from Itasca and Cook County)

f. **Other**

Mary reported on several interesting sessions from PLA regarding customer service training. The Rangeview library district (CO) is doing some interesting things. Check out their web site at www.anythinklibraries.org

Mary also passed around a copy of a CD produced especially for PLA.

Marcia asked if there was any interest in copies of Jim Trelease's Summer Reading handout for parents. Grand Rapids plans to request permission from Trelease to reproduce the flyer and have copies printed through ALS print shop. 5 libraries expressed interest.

5. Adjourn at 12:30

Next meeting: Wednesday, May 26, 2010 @ 10:30