

COMPASS USERS' GROUP
Meeting Minutes of Wednesday, July 27 2005
Mt. Iron, MN

Members Present:

Shari Fisher-ALS, Mark Koukol-ALS, Rebecca Patton-ALS, Brad Snelling-ALS, Jim Weikum-ALS; Paula Chapman-Aurora, Debby Bocnuk-Babbitt, Tweety Larson-Baudette, Sara Samuelson-Buhl, Mary Lukkarila-Cloquet, MaryBeth Kafut- Eveleth, Ginny Richmond-Gilbert, Betty Brandt-Grand Rapids Middle School, Janet Coy-Grand Rapids Public, Terry Moore-Hibbing/Chisholm, Nancy Riesgraf-Hibbing, Sue Sowers-Hoyt Lakes, Diane Adams-International Falls, Janet Stram-Nashwauk/Keewatin HS, Sue Thompson-Two Harbors, Nancy Maxwell-Virginia.

The meeting was called to order by President Mary Lukkarila at 10:00 a.m.

The minutes of the May 27, 2005 meeting were presented. One correction was noted by Shari Fisher: the number of libraries completing the Gates Grant survey is 29 (not 28). Moved by Diane Adams, second by Terry Moore to approve minutes as amended. **Motion passed.**

COMPASS AND COMPUTER RELATED ISSUES:

Questions or problems with Horizon functions: Mark Koukol stated that Silver Bay is having a problem with their T-1 line that seems to affect Horizon but not other internet accessibility. iPAC v. 4.0 and Client 7.4 have been released. Kids iPAC doesn't work with new 4.0 release so ALS is holding off on upgrading.

IP address changes (by NESC/NENet) mostly occurred "seamlessly" although a few libraries had to re-start their routers for the changes to come through.

Mary Lukkarila asked about research on better Report software. Koukol stated that Web Reporter is the only other option (besides "EasyAsk") but it has its own problems and is very expensive.

A large notice mailer (for overdues, bills, etc.) was found but its fold-and-seal design does not actually provide any more space for listing items.

Ginny Richmond asked Janet Stram to explain how Nashwauk/Keewatin High School Library acts as a public library in the summer (and after school). It is important the patrons there have and use a public library borrower record and btype (with full home address, phone numbers, etc.) if they want to receive materials from other libraries. It has been confusing for some staff to see a HS listed as a transit/pickup location when filling the pull list during the summer.

SpamAssassin: Koukol asked if the tagging of ***SPAM*** has been accurate since the IT staff changed the threshold from 5 to 7. If so, they are eager to begin having the program automatically delete these messages. Members expressed no concerns. Koukol will make the change immediately.

ALS Website Content Survey Results: Brad Snelling distributed a spreadsheet and list of comments from the survey. He stated that Shari Fisher is lead on this project which supports one of the Strategic Plan Objectives. There were 32 responses to the survey. Four items had an average rating between 3 and 4 (Important to Very Important). The remaining 13 ranged down from 2.84 to 2.0 (Somewhat important) with 8 of those averaging above 2.5. In response to a

question about space limits (amount of data that will fit on the website), Snelling responded that staff time was likely to be a more likely limitation.

On-line Patron Self-registration: Discussion of pros and cons of allowing patrons to apply for (and receive) a patron record/card (number) directly from a computer (either from a library website or ALS/Horizon). Koukol stated there is a function in iPAC that allows a patron to create her/his own patron record. It would still need validation by library staff and the patron might need to receive a physical card either by coming in to a library or by mail (which would test accuracy of address). The goal would be Customer Service – or at least the public perception that the convenience of on-line application was available. Some present felt that it was only a true, positive service if the person could proceed immediately to complete an item request on-line before going to a library to pick up the material and/or receive a card. One difference between libraries and commercial on-line sales points is that vendors use (expensive) credit check services to verify credit card information before completing a transaction. It was noted that issues such as these are discussed on the Horizon User's Group on-line lists (ALS staff recommend those wanting to join consider receiving the Daily Digest because volume of individual emails is quite large.) The National Users Group meeting for Dynix will be in Minneapolis in November 2005. Koukol will be attending. Now that Dynix is owned by Sirsi (or its investment group), there are over 250 million libraries (subscribers) to leverage for changes in functionality.

COMPASS Support position: The position previous held by Mike Salley is still being reviewed. The priority for the position will remain COMPASS support.

Technical Services position: With much regret but also congratulations we were reminded that Brad Snelling will be leaving ALS August 4, 2005. The position description will stay as is but it was noted that Brad was always willing to take on extra projects like website design and maintenance. The official focus of the position is Tech Services and cataloging. Authorities work will be on hold until the position is filled. Appreciation for Brad's fine work and collegiality was expressed with applause and a break for cake.

Staff reports (re: COMPASS and computer issues):

Jim Weikum: Stated that the Sirsi buy-out of Dynix results in one huge company. It is thought by some that in 3-4 years there will be a merging of products. Koukol added he did not see much chance that Horizon would continue past the 8.x versions. Sirsi's public library product is called Unicorn. With so many libraries already doing business with the giant, what will be the company's impetus to change (improve/stay competitive)? Library software is always behind the times compared to the products used by profit-making companies that can more easily justify the cost of being on the leading edge.

Brad Snelling: In preparation for his departure, Brad is writing procedures while he does regular maintenance routines, like Suppress Bib Records, that keep the database clean and current. He also intends to finish up the LSTA paperwork to complete the de-duplication grant.

Shari Fisher: Enhancing Education Through Technology (E2T2) grants - \$1.5 million (Federal funding administered by the State) was available statewide to Minnesota schools through a competitive grant application process. Each school district could only participate in one grant application. Seven schools in four school districts in our region chose to participate in a grant application to join the COMPASS online catalog system. A project manager was included in the grant proposal. An announcement is due out August 31 as to which projects will be funded.

LIBRARY ISSUES:

Legislative: Weikum stated that ELM/MnLink was not funded at the level requested. It is possible that ProQuest newspaper database will not be renewed.

Maintenance of Effort will use 2004 numbers to calculate 2006 requirements. He has been told the information needed from the State is in the mail. He and Fisher will check the figures and send us the unofficial numbers as soon as possible. Letters are supposed to be sent to the cities and counties within 2-3 weeks. Weikum thinks this is optimistic but noted the deadline for preliminary budgets to be received by the State is September 15.

Guidelines for the Public Library Capital Grants (\$1 million total) have been drafted.

No one attended the Legislative Retreat.

Levy Limits for cities are gone (not in the legislative package)

Local Government Aid has had some changes. Some Iron Range towns benefited

Brodart Orders: I-Falls and Cloquet have tried using Brodart's on-line ordering. Two Harbors (S. Thompson) had problems with their initial setup but has now done about 6 orders and it is going well. Back orders are very poor (unpredictable?) and orders take longer to arrive than staff would like. The 48% discount was a special that has ended. The state contract is 45%. There is no confirmation or final cost estimate available when ordering on line (Baker & Taylor provides these at time of order). Actual Brodart price is not known until items and invoices arrive.

ProQuest Ancestry Library Edition and other databases: Weikum is willing to request another database trial from ProQuest and asked if there is any new interest (for 2006 budgets). Discussion shifted to databases available for vehicle repair. Grand Rapids has "All Data" but it has some gaps. Thompson (Two Harbors) stated it is not very expensive (\$2,000 first year, \$1,500 thereafter). Specific diagrams can be emailed or printed and are of readable size. The print size can be increased. Also included are shop hours and cost estimates. The product/pricing is for In Library Use only.

It was noted that Biography Index needs to be approved before renewal. ALS paid \$9,500 of the \$20,000 annual cost (2005 subscription). Although it is popular, it was noted that the data is aging. Rebecca Patton stated that she will continue to offer demos of products as they are made available if members are interested.

ELM still needs to be promoted so that funding is continued in future state budgets.

Certificates of Insurance for Meeting Room Use: Terry Moore asked what the libraries require from groups using their meeting rooms. Many have Rules of Use, some groups are given the option to buy riders on cities' insurance policies. Many members felt that the groups using their rooms would be unable to afford such insurance as most groups are small and non-profit. There is a software product called E-vance that allows for on-line scheduling of meeting facilities. Virginia has a \$25.00 fee for all private and profit groups. Grand Rapids has a flat rate of \$15.00 per day. Hibbing asks for a donation. Cloquet does not charge for events that are free and open to the public. They do not allow the room to be used for product sales.

Staff reports:

Weikum: MNLink is asking for volunteers to work at the State Fair. Training and free admission are available. The Wonders of Technology building is air conditioned.

MLA annual conference will be September 21-23 at the Depot in Minneapolis.

Mary Beth Kafut added that the MEMO conference is in October (12/13?) at the Mankato Civic Center. She will be attending with her READ dog/s.

Snelling: Disc Repair Service will be offered by ALS beginning August 1. The cost is \$1.25 per disc (cd, dvd) regardless of results. The success rate is expected to be 80%. A handout describing the service was provided.

Linda Wadman –NCLC: Not at the meeting, no report.

Other:

Terry Moore asked what libraries do during tornado warnings. Grand Rapids does not allow unaccompanied children to leave the building when any severe weather bulletins are in place. They may not leave until the All Clear is sounded. There is a weather radio/alarm in the staff area and it is taken to (or another unit resides in) the designated shelter.

Cloquet is selling books on e-Bay and making some money. Shipping is paid by the buyer.

Reader's Digest SONGBOOKS are quite popular, selling for \$15.

Janet Coy stated that the Bell Museum Bug Program was very well received. Grand Rapids paid \$300 for two programs and had 100 attend each show.

ALS Friends book sale is Friday August 5th.

Grand Rapids Tall Timber Days is Aug. 5-7 and includes a Library Foundation book sale.

The next COMPASS meeting is scheduled for September 28, 2005.

Meeting adjourned at 12:25 p.m.

Submitted by Ginny Richmond, COMPASS secretary, 9/7/05.

Revised 2005 COMPASS meeting dates (Wednesdays at 10 a.m.) remaining:
Sept. 28, **Oct. 26 and Nov. 30**, 2005.

(Note: MLA annual conference is Sept. 21-23 at the Depot in Minneapolis.)