

Members present:

Debby Bocnuk/Babbitt, Mary Lukkarila/Cloquet, Mary Beth Kafut/Eveleth, Linda Chappell/Grand Marais, Ginny Richmond/Hibbing, Nancy Riesgraf/Hibbing, Sue Sowers/Hoyt Lakes, Diane Adams/International Falls, Linda Wadman/NCLC, Sue Heskin/Two Harbors, Nancy Maxwell/Virginia, Angeles Ankrum/ALS, Shari Fisher/ALS, Sharon Kangas/ALS, Mark Koukol/ALS, Rebecca Patton/ALS, Jennifer Rudolph/ALS, Jim Weikum/ALS.

Chair Nancy Maxwell called the meeting to order at 10:33 a.m.

Approval of COMPASS minutes for August 25, 2010 meeting. **Approved.**

Ginny Richmond was appointed Acting Secretary.

Introductions were made by all present.

COMPASS AND COMPUTER RELATED ISSUES**Changes to handling the ALS Large Print collection:**

- ALS staff reviewed new procedures for Large Print and Video/Audio rotating collections. A print checklist was provided and Horizon demonstration given to help library staffs understand how to code and move materials accurately between libraries. The new packets will be sent out starting the week of October 4. The rotation calendar is available on the ALS website and lists of items in each packet can be generated using the Inventory searches in Horizon (Collection= alvrot, Copy = packet###). To get a complete list of items in a packet, searches cannot rely on the Location field as some items may still be out to patrons and/or still coded for another library. The large print collections will rotate every 8 weeks and have 60-70 books per packet.
- Some libraries were experiencing problems with new process and had questions for ALS staff. Not all libraries were aware that the new procedures had already begun. It was noted that the backlog of missing items may take a few more months to clean up.
- Discussion was held regarding the necessity for putting the rotation date in the Check In Note field.
- If participating libraries have questions or need assistance with procedures they should contact Angie Ankrum or Jennifer Rudolph at ALS.

ALS staff Ankrum, Kangas and Rudolph left the meeting following this discussion.

Questions or problems with Horizon functions:

- Concerns about the amount of personal information on Hold Slips were discussed. There is enough information printed on these slips for people other than the card holder to access and use a patron's record. Consequences of removing of the patron telephone number were discussed. There may be a few libraries that still make live calls to patrons. Deleting the phone number from slips would have to be universal and Mark K. will need to research the technical requirements for making that change. Members reviewed the coding that needs to be used to prevent patrons from receiving automated phone messages (h-noTC=Home-No TeleCirc call, b-noTC=Business - No TeleCirc call). Mark noted that system will try all telephone numbers listed and only these 2 codes will block the automated message.
- Mark will be on vacation, or out of the office anyway, Sept. 27-Oct. 1, 2010

Horizon news, updates & upgrades:

- NCIP will be purchased to assist ILL – it is a very particular upgrade that will speed processing for Nancy King at ALS. It will also affect Hibbing PL because they handle ILLs differently than most.
- Horizon updates: no news for last quarter on 5.0, 5.1. Some libraries, especially those purchasing new Windows 7 computers have loaded, and are successfully using 7.5a which includes a fix for error messages some W7 users are receiving. It is easier to load on a new machine but can be done on existing computers if problems are too severe to ignore.
- Mark is working on SMS text messaging as an option for patrons to receive library information.

ILS replacement process: update on consultant selection and ILS process

- Jim, Shari and Mark, along with Carla Powers/Duluth were able to meet with Marshall Breeding following his morning speech (well done) at the MnLink Users Group in September. Breeding will assist with writing specifications for our next generation system but will not actually recommend any one of the vendors that submit proposals. Jim hopes that Breeding will be able to speak at the November/December COMPASS meeting (currently scheduled for Dec. 1, 2010) regarding the ILS replacement process. Shari noted that Breeding has already reviewed old ALS committee reports. Committees will need to reconvene to review and update their needs and concerns in the coming months. Breeding has a website: librarytechnology.org
- It was noted that if Duluth PL joins our ILS the database and report generation will grow exponentially.
- A “discovery layer” is an added product that allows patrons to search all types of data (collections, ELM, other databases) simultaneously. This is something we should consider when funding allows and as we look at ILS abilities (<http://www.librarytechnology.org/discovery.pl>).

Staff reports:

- Jim Weikum reported on a Regional Directors survey that indicates only 10 of 300 libraries in Minnesota (surveyed) do not have wireless. All 10 are apparently in the ALS region. Discussion followed regarding how many small libraries, and communities with limited technology options, we have compared to other library systems in Minnesota.

Other: None

LIBRARY ISSUES

Legacy Amendment projects & programs

- Rebecca Patton handed out two spreadsheets. The purple sheets show Projects for Legacy Year 2 and what libraries have signed up for the programs offered so far (purple) and the pink/raspberry sheets show Percentages of Museum & Event Tickets used and sent to libraries with total numbers authorized by the ALS Board. There are still many opportunities available. In some cases performers should be contacting libraries directly. Please continue to share program ideas with each other and ALS staff.
- Mary Lukkarila/Cloquet asked if anyone knew about freenight.org – she received advertising about free tickets to theater performances but that may be because one venue is in the Cloquet area. She also talked about “Operation Community Connect”, a count human services collaborative. She had a library table at an event and got lots of good feedback. They used to be much more connected when OCC supported literacy.

What's happening at your library?

- Book sales are coming up at Virginia, Hibbing and Cloquet public libraries in the next few weeks.
- Nancy Maxwell/Virginia also recommended Micheal Czarnecki – he will be doing poetry programs at Virginia PL in April 2011 and does a very good job with all age groups. [see also RP email 9/28/10.]
- Mary Lukkarila/Cloquet: Cloquet Public Library will be hosting a Greatest Generation program.
- Mary Beth Kafut/Eveleth: Please don't send books for the Eveleth-Gilbert Schools to the Public Library. Watch the coding on the delivery slips. Miscoding can result in a long delay – they often have to send items back to ALS for rerouting.
- Debby Bocnuk/Babbitt: They had 5 teens enter photography contest and 2 were selected (winners!)
- Ginny Richmond & Nancy Riesgraf/Hibbing: still trying to get money from MN Office of Energy Security for window replacement. Currently in review for possible placement on the National Register of Historic Places. There are pros & cons to this but meanwhile EECBG funds allotted to HPL cannot be spent. Not planning to attend MLA due to heavy programming at HPL that week. Hope to attend Public Library Director's Forum Oct. 15 and Library Future's kickoff Oct 18 instead. Cool Evening @The Library is an annual event that will be held Thursday, Sept. 23rd. The Friends Annual Meeting and the Book Sale are scheduled for Oct 5 & 6. The Great Books Discussion Group is being reorganized and will be meeting at the library the first Thursday of the month beginning Oct. 7.
- Linda Chappell/Grand Marais: They are currently interviewing architects for the public library addition. Noted a great idea from California Library Association: SNAPSHOT: one day in the life of California Libraries.
- Sue Heskin/Two Harbors: patio is finished and memorial bricks are still selling. Problem came up regarding smoking. Some places have laws – not within 25 ft of entry. Int. Falls allows no smoking on city property, including parks. Two Harbors and Silver Bay Schools are on a 4 day week this year and Fridays at the public library are just as busy as Saturdays now. Two Harbors PL has a staff member, Amanda Rider on the Library Futures committee. They need new boilers (old & new parts of library), hope to get in 2011.

Staff reports: Rebecca Patton

- Rebecca and ALS has scheduled "Fully Engaged Customer Service" workshop with Cheryl Gould for November 3rd and 4th at ALS (same thing each day, 9-4). Not many libraries had sent in reservations but many present spoke up with their hope to send many or all staff.

Staff reports: Jim Weikum

- The Library Futures committee has metro to rural libraries represented at a 2:1 ratio.

NCLC: Linda Wadman

- College of DuPage teleconferences will be available again this year. Either at ALS or via computer from any site.
- Hands on ELM training with Jennifer Hootman will be offered at Eveleth-Gilbert Junior High, public librarians are invited to participate as space allows

Meeting adjourned at 12:30 p.m.

Next meeting date: Wednesday, October 27, 2010 @ 10:30 a.m.

Respectfully submitted,
Ginny Richmond, Acting Secretary